

**P**ERFORM  
**R**EWARD  
**A**CHIEVE  
**I**NSPIRE  
**S**UCCEED  
**E**XCEL



# **PRAISE CODE**

**2019 – 2020**

**Student / Parent  
Guidance**

**PRAISE Code**

**Rewards**

2019-2020

# Praise Code

Our principal aim is to encourage high expectations and high standards of achievement, both academic and personal. Our values embrace honesty, trust, reliability, respect for the legitimate rights of others, care for the weaker members of society, regard for the environment and a kindness towards other people.

We believe that a calm, friendly, disciplined atmosphere, in which hard work and co-operation are respected and rewarded, is the best way to promote these values.

Poor behaviour is unacceptable in this school and will not be tolerated. The school will do what is reasonably practicable to eliminate poor behaviour and to support those who need help. Equally, the school will reward and celebrate the achievements of those that achieve high standards, whether those are in relation to their academic potential or in their attitude and conduct.

## The Rewards System

### Ongoing departmental reward system

Each department has their own style of STAMP. It is expected that all good work will be rewarded with one stamp, very good work with two stamps and excellent work with three stamps. Students who have worked in lessons and been ON TASK, ON TIME, ON SIDE should receive at least one stamp per lesson.

### Tutor Stamps

Each week 3 stamps are issued by tutors for students who have a clean sheet (no planner comments the previous week) and the planner signed by the parent/carer.

They MUST have both.

### Ongoing Certificates

A record is kept by the tutor of how many stamps have been earned and students receive certificates for their achievement. Certificates are distributed half-termly.

Bronze Award	500 Stamps
Silver Award	1000 Stamps
Gold Award	1400 Stamps
Platinum Award	1800 Stamps
Diamond Award	2200 Stamps
Certificate of Achievement Award	2600 Stamps
Diploma of Outstanding Achievement Award	3000 Stamps
Headteacher's Special Award	3400 Stamps
Headteacher's Outstanding Achievement Award	3800 Stamps
Headteacher's Exceptional Achievement Award	4200 Stamps

### **Postcards / Star Student Nomination**

Hard-working students may also receive a departmental postcard commendation or a star student nomination.

### **Termly Rewards**

Students reaching the end of term targets for stamps will be rewarded on the last day of each term.

### **End of Term Rewards**

Major end of term rewards are given to students with the most stamps in each year group.

### **Senior Leadership Team Involvement**

Students are referred to attached members of the Senior Leadership Team for special praise as appropriate and are given stamps by the members of the Senior Leadership Team and the Headteacher on a weekly basis.

### **Year 11 Rewards**

Students are rewarded for long term 100% attendance. The criteria for attendance at the Year 11 Prom ties in with the Praise Code Rewards and Sanctions.

All staff have the right to praise students, including contacting parents, as and when they choose to do so.

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**Sanctions**

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## **FIRST TIME - EVERY TIME**

### **Phase 1 – Formal Verbal Warning**

*You will be given a **FORMAL VERBAL WARNING** if you behave in the following way:-*

- Being off-task in the lesson.
- Minor disruption of the lesson.
- Interrupting the teacher or another student.
- Silly, but minor, poor behaviour in class or around school.
- Breaking school or classroom rules.

### **Phase 2 – Planner Comment**

*You will be given a **PLANNER COMMENT** for the following behaviour:-*

- Misbehaviour around school (code = AS).
- Failing to behave after a **FORMAL VERBAL WARNING** has been issued (code = B).
- More serious disruption in the classroom (code = B).
- Not following the one way system (code = AS).
- Chewing (code = Ch).
- Dropping litter (code = Li).
- Eating outside of designated areas (code = F).
- Lateness (code = L). Students arriving late to school will receive a late comment for registration and an additional comment for each subsequent lesson that they arrive late to.
- Lack of book or other equipment (code = E).
- No homework (code = H).
- Out of bounds (code = O).
- Disobedience (code = D).
- Truancy (code = T) – automatic detention + day in isolation/internal exclusion for persistent truancy.
- Being caught with smokers (Cs).
- Smoking (code = Sm) – automatic detention + isolation. Smoking includes e-cigarettes.

- Mobile phone / Smartwatch / Music device visible or in use inside the school buildings (code = P).

These are then confiscated and placed in the school safe. If parents wish to reclaim confiscated phones before the end of the week, they may do so between 2:40pm and 3:45pm, Monday to Thursday, or 2:40pm and 3:15pm on Fridays. Phone can be collected from student reception. Only parents listed on SIMS as contacts will be able to reclaim phones and ID must be presented. Students may reclaim their own phones from student reception at 2:40pm on the Friday of each week, without the need for parents to come in. If a phone is confiscated on a Friday it will be kept until the following Monday at 2:40pm.

- Wearing incorrect uniform (code = U) – isolation, if this cannot be remedied. Any student that is unable to wear full school uniform due to a medical condition will need to supply the school with a suitable letter from a medical professional explaining how wearing uniform would have a negative effect on their condition. For ongoing issues, such a letter would need to be renewed at the start of each academic year. Students who are medically excused from PE must always bring their PE kit.

If a planner comment has been issued by mistake you must see the teacher who issued it and they must contact Mrs. Alamo-Keilty, Mr. Underhay, Mr. Merrifield or Mrs. Walker to have it “cancelled” **before the next Praise Session**. You must not cross out planner comments. If you or a member of staff crosses out a comment it will still count as a comment.

## Phase 3 – Move Seats

You may be asked to move seats if the teacher decides that it is necessary as a Phase 2 sanction. You will be asked to move seats in class for the following behaviour:-

- Failing to behave after a **PLANNER COMMENT**.
- Repeated disturbance of other students around you.

Your teacher may also ask you to move seats at any time in the lesson if they feel it is appropriate.

## Phase 4 – Detentions

You will be asked to **MOVE ROOMS** for the following behaviour:-

- Failing to behave after your second planner comment.

You will be given a **WHOLE SCHOOL DETENTION** for the following behaviour:-

- Receiving 3 behaviour planner comments in a lesson.
- Repeated refusal to follow staff instructions.
- Being caught smoking on school property or out of school whilst still in school uniform.

- 3 or more planner comments in one week.
- “Losing” planner when stamps and comments are due to be counted – (automatic 2 hour detention).

Detentions – Detentions vary in length depending on the number of planner comments:-

Number of Comments		Length
3 – 5	=	1 hour (detention A)
6 – 8	=	1.20 hours (detention B)
9 – 11	=	1.40 hours (detention C)
12 or more	=	2 hours (detention D)

Parents can check the length of detention by counting the comments for the previous week.

Parents can check if detention has been attended by looking for the PAID stamp issued by staff when detention is attended.

### Missing Detention

Students who are in school and miss a detention of any length will receive an automatic two hour detention the following week on a Thursday and may still have a normal detention on the Friday. Refusal to attend the catch-up detention will result in internal exclusion or a fixed-term exclusion. Students who are unable to attend a detention for a medical appointment must provide proof of this in writing from a medical professional.

## Phase 5 – Isolation/Internal Exclusion

List of misdemeanours that normally result in isolation:

- No planner.
- Not in full uniform.
- Poor behaviour after moved rooms or refusal to move rooms.
- Misuse of planner or damage to planner.
- Dangerous or unruly behaviour.
- Smoking.
- Truancy.
- Pending investigation of an incident.
- ICT misuse.
- Insolence to staff.
- Refusal to hand over a planner, mobile phone/ Smart-watch or music device.
- Persistent disobedience.
- Receiving 12 planner comments in one week. Students will be placed in Internal Exclusion on the second and subsequent days.
- Selling any items to other students.



INTERNAL EXCLUSION is also used for:-

- Fighting (equal blame).
- Poor behaviour in isolation.
- Failing to attend detentions.
- Verbal abuse of staff.
- Dangerous behaviour.
- Bringing the school into disrepute.
- Handling stolen goods.
- Truancy (persistent).
- Poor behaviour on a school trip.
- Poor behaviour in detention.
- Poor behaviour in exam.
- Bullying.
- Minor damage to school property.
- Ongoing missing planner.
- Ongoing uniform issue.

## Phase 6 – Daily Report

You may be placed on a **daily report** for the following behaviour:-

- One-off serious offences.
- Regularly accumulating large numbers of planner comments in a week.
- Persistent poor behaviour.
- Returning from exclusion.
- Persistent or frequent lateness.

## Phase 7 – Fixed & Permanent Exclusion

You will be given a **FIXED TERM EXCLUSION** for the following behaviour:-

- Theft.
- Severe defiance of staff.
- Serious verbal abuse of staff.
- Threat of assault on staff.
- Severe assault of another student (possibly a permanent exclusion, depending on the severity of the attack) or incitement of such an assault.
- Being under the influence of alcohol or controlled drugs or bringing them on site on a first occasion.
- Peer on peer abuse.
- Repeated bullying.

- Serious disruption of an exam.
- Repeated or serious disruptive or threatening behaviour.
- Breaking rules of internal exclusion, despite warnings.
- Malicious allegation against staff (may be permanent depending on the nature and extent of the allegation).
- Bringing the school into serious disrepute.
- Any other serious incident.

There are a limited number of **EXCLUSIONS** which may increase should further offences occur. Support will be given to students exhibiting behaviour problems.

## Fixed Term Exclusions

Number of days	Follow up
1	Return from exclusion meeting with parent and student. Year Manager, Head of Year or Director of Key Stage intervention. Alternative provision. Daily Report.
3	
5	
10	
15	

We may also decide on the length of a fixed term exclusion based on the seriousness of the incident.

Following fixed term exclusions the student and parent must attend a return from exclusions meeting with their Head of Year or Director of Key Stage.

A daily report may be placed in their planner. Behaviour or reward targets will be set. At the beginning of the school day the student reports to have their progress checked by the Year or SLT Manager. Failure to pass daily report will lead to further sanctions.

Under government regulations for fixed term exclusions of 1, 3 or 5 days it is the parents' responsibility to supervise the student away from school at school times.

On the 6<sup>th</sup> and subsequent days of a Fixed Term exclusion the student will be accommodated at a site away from Jesmond Park Academy (Gosforth Academy, North Gosforth Academy or Gosforth Junior High Academy) and be monitored by our staff. For Looked after Children this begins after the first day of exclusion.

Jesmond Park Academy reserves the right to direct students to alternative provision if to do so would benefit their behaviour.

## **Permanent Exclusions**

Permanent exclusions would be as a result of:

- Having received forty-five days of exclusion in a year.
- Supplying banned substances or appearing repeatedly under the influence of them, carrying them on site for a second time.
- Defiance of the Headteacher.
- Assault or serious threat of assault on a member of staff.
- Setting off the fire alarm.
- Serious or persistent theft.
- Carrying an offensive weapon.
- Repeated racial or sexual harassment.
- Persistent instances of severe bullying.
- Severe assault of another student.
- Serious malicious allegation against staff.

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**FIRST TIME - EVERY TIME**

# PRAISE Code Sanctions

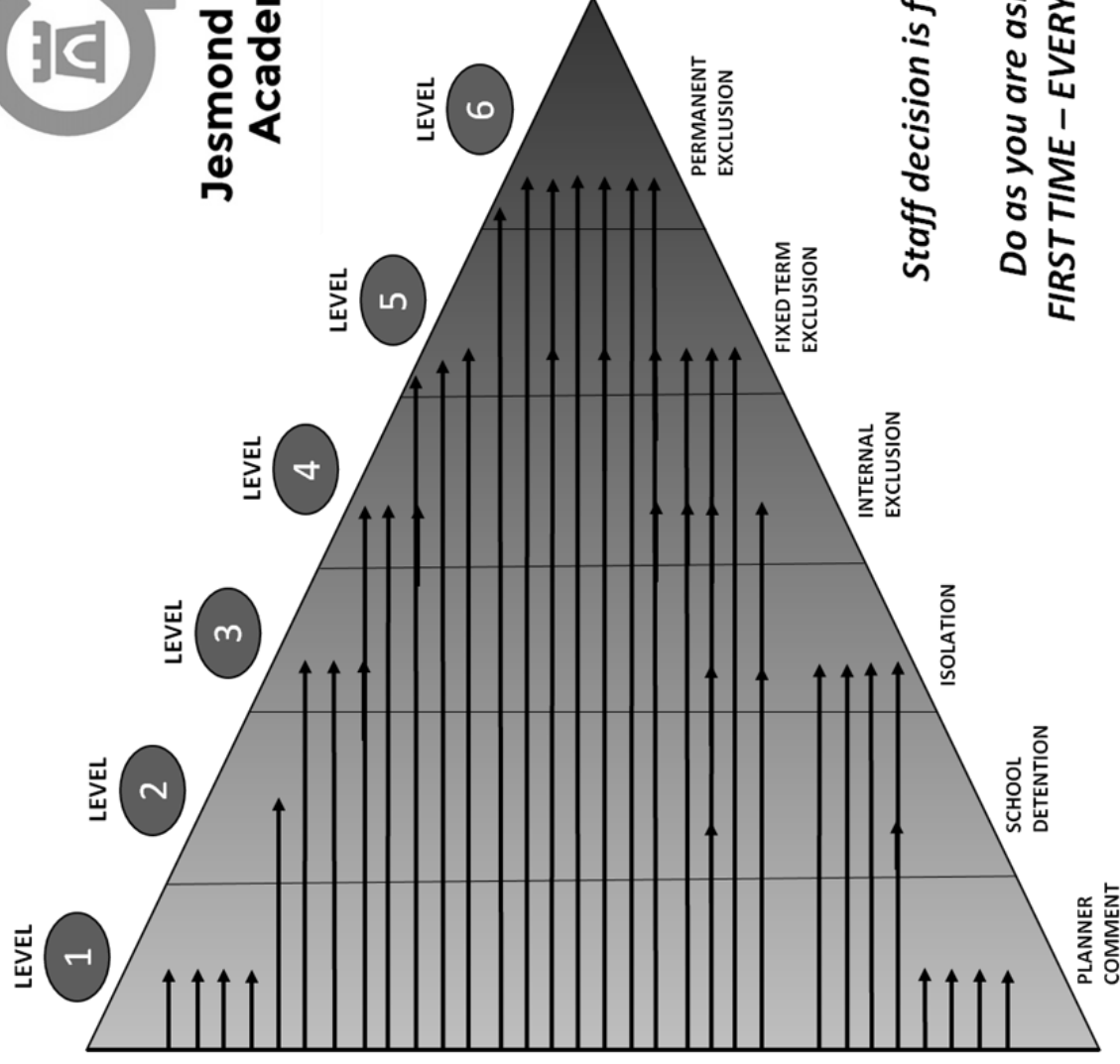
## PLANNER CODES

AS = Around School  
 Li = Litter  
 L = Late  
 Cs = Caught with smokers  
 Ch = Chewing  
 U = Uniform  
 P = Mobile phone, Smartwatch or music device  
 F = Eating in wrong area  
 T = Truancy  
 O = Out of bounds  
 B = Behaviour  
 Sm = Smoking  
 D = Disobedience  
 E = Equipment  
 H = Homework

OUT OF BOUNDS  
 EATING OUT OF DESIGNATED AREAS  
 NOT FOLLOWING ONE WAY SYSTEM  
 USE OF FOUL LANGUAGE  
 3 OR MORE PLANNER COMMENTS  
 ARRIVING AT SCHOOL – NO PLANNER  
 TRUANCY  
 FIGHTING – EQUALLY TO BLAME  
 SERIOUS DISRUPTION OF EXAMS  
 BREAKING RULES OF INTERNAL EXCLUSION  
 SWEARING AT STAFF/ABUSE TO STAFF  
 THREATENING OR INCITING ASSAULT  
 CARRYING AN OFFENSIVE WEAPON  
 FIRE ALARM  
 SERIOUS ASSAULT  
 DEFIANCE OF THE HEADTEACHER  
 UNDER INFLUENCE ILLEGAL SUBSTANCES  
 TRADING IN ILLEGAL SUBSTANCES  
 PEER ON PEER ABUSE  
 BULLYING  
 HANDLING STOLEN GOODS OR THEFT  
 POSSESSION OF ILLEGAL SUBSTANCES  
 MINOR DAMAGE TO SCHOOL PROPERTY  
 ARRIVING AT SCHOOL NOT IN FULL SCHOOL  
 UNIFORM AND UNABLE TO MODIFY THIS  
 DANGEROUS/UNRULY BEHAVIOUR  
 DAMAGE TO OR MISUSE OF PLANNER  
 CAUGHT SMOKING  
 CAUGHT WITH SMOKERS  
 DROPPING LITTER  
 DISOBEDIENCE  
 MOBILE PHONE/SMARTWATCH/MUSIC DEVICE  
 VISIBLE IN SCHOOL



## Jesmond Park Academy



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