

**P**ERFORM

**R**EWARD

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# **PRAISE CODE**

**Student/Parent Guidance**



**PRAISE CODE**

**Rewards**

# 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..

## **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

## **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.

**PRAISE CODE**

**Sanctions**

# Phase 1

## FORMAL VERBAL WARNING

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

- Being off-task in 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 for persistent truancy

- Being caught with smokers (code = Cs)
- Smoke (code = Sm)  
+ automatic detention and isolation. Smoking includes e-cigarettes
- Mobile phone / Smartwatch / Music device visible or in use inside the school buildings (code = P)

These items 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

2:40pm and 3:15pm – Fridays

Phones 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 receptions at 2:40pm on 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 2:40pm on the following Monday.

- 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 Mr. Merrifield to have to 'cancelled' **before the next Praise Session.**

You must not cross out our 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

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:-

<b>Number of Comments</b>	<b>Length</b>
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 isolation 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. If students are away from school on a Friday for a medical appointment then their detention must provide proof of this in writing from a medical professional.

# **Phase 5**

## **ISOLATION**

Students who have not complied with the removal from room sanction or have further misbehaved will be placed directly into ISOLATION by SLT, Heads of Key Stage, Heads of Year, Year Managers or the on-call member of staff.

It is anticipated that the majority of incidents will be handled by Heads of Key Stage, Heads of Year, Year Managers or SLT. If the incident warrants further time, subsequent days can be served.

- No planner.
- Not in full uniform.
- Poor behavior after moved rooms or refusal to move room.
- Misuse of planner or damage to planner.
- Dangerous or unruly behavior.
- 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 may be placed in Isolation on second and subsequent days..
- Selling any items to other students.
- Fighting.
- Poor behaviour in isolation.
- Failure to attend detention.
- 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.
- Investigation of incident.
- Ongoing missing planner.
- Ongoing uniform issue.

# Phase 6

## DAILY REPORT

Students may be placed on a daily report, or daily planner checks for the following behaviour:

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

# Phase 7

## SUSPENSION AND PERMANENT EXCLUSION

Any member of staff who witnesses any of the offences listed below being committed must report it to the relevant Head of Key Stage, Head of Year, Year Manager or member of SLT immediately.

Students will be given a **SUSPENSION** 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, including harmful sexual behaviour.

- 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 disrepute.
- Any other serious incident.

There are a limited number of **SUSPENSIONS** which will usually automatically increase should further offences occur.

## Suspensions

Number of days	Follow up
1	Return from Suspension meeting with parent and student. Head of Key Stage or SLT.
3	
5	
10	
15	

We may also decide on the length of a suspension based on the seriousness of the incident.

Following a suspension the student and parent must attend a return from a suspension meeting with their Head of Key Stage or SLT.

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 0 SLT Manager. Failure to pass daily report will lead to further sanctions.

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

On the 6th and subsequent days of a suspension 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.

The next suspension after a 15 day suspension would be a **PERMANENT EXCLUSION**.

## **Permanent Exclusions**

- Permanent exclusions would be as a result of:
- Having received forty-five days of suspension 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 of 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 harmful sexual behavior.
- Persistent instances of severe bullying.
- Severe assault of another student.
- Serious malicious allegation against staff.

**Staff decision is final**

**Do as you are asked**

**FIRST TIME - EVERY TIME**

# PRAISE CODE SANCTIONS

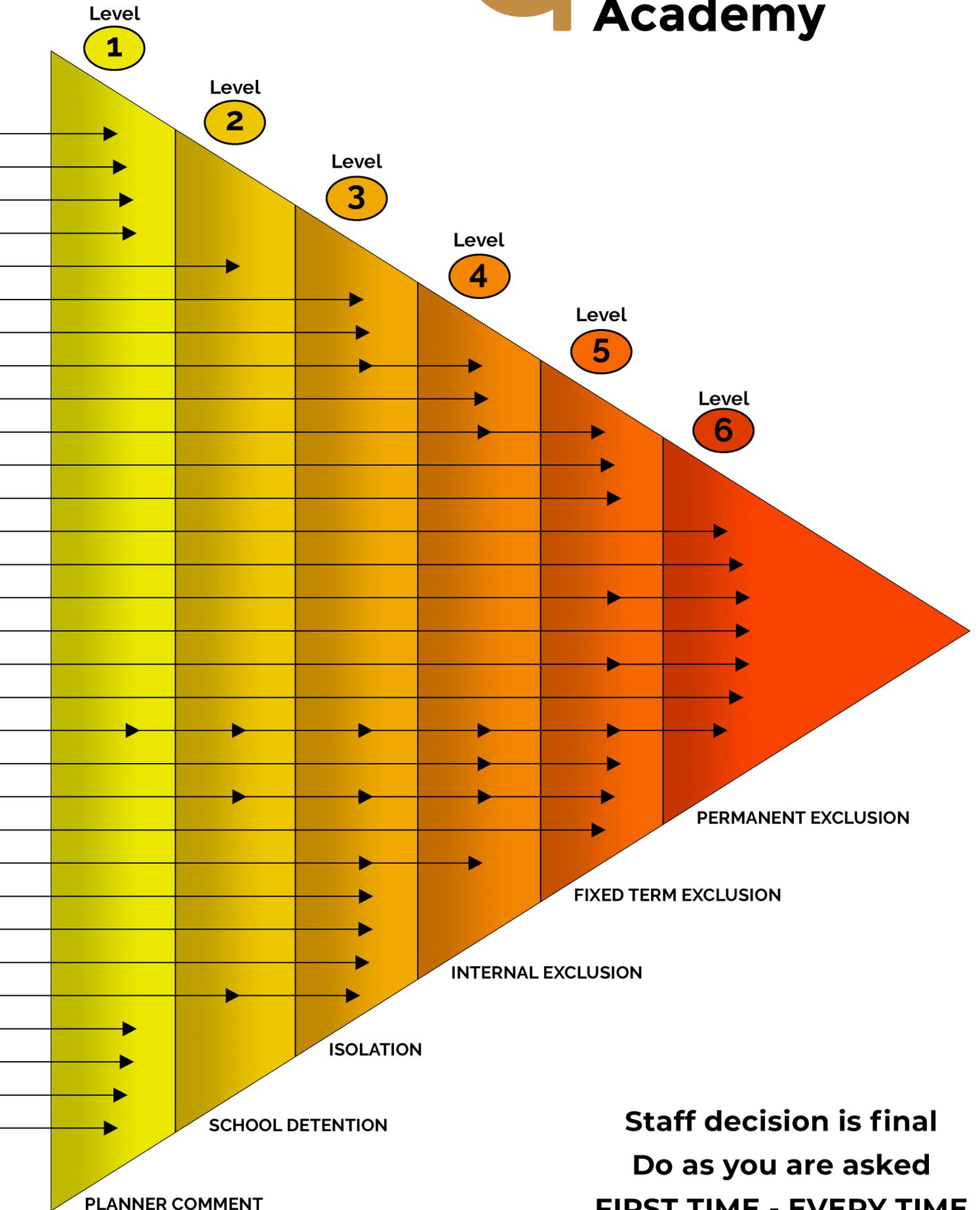
## PLANNER CODES

**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 venue  
**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 \_\_\_\_\_  
THREE OR MORE PLANNER COMMENTS \_\_\_\_\_  
ARRIVING AT SCHOOL WITHOUT PLANNER \_\_\_\_\_  
TRUANCY \_\_\_\_\_  
FIGHTING - EQUALLY TO BLAME \_\_\_\_\_  
SERIOUS DISRUPTION OF EXAMS \_\_\_\_\_  
BREAKING RULES OF INTERNAL EXCLUSION \_\_\_\_\_  
SWEARING AT STAFF / ABUSE OF STAFF \_\_\_\_\_  
THREATENING OR INCITING ASSAULT \_\_\_\_\_  
CARRYING AN OFFENSIVE WEAPON \_\_\_\_\_  
FIRE ALARM \_\_\_\_\_  
SERIOUS ASSAULT \_\_\_\_\_  
DEFIANCE OF THE PRINCIPAL \_\_\_\_\_  
UNDER INFLUENCE OF ILLEGAL SUBSTANCES \_\_\_\_\_  
TRADING IN ILLEGAL SUBSTANCES \_\_\_\_\_  
HARMFUL SEXUAL BEHAVIOUR / PEER ON PEER ABUSE \_\_\_\_\_  
BULLYING \_\_\_\_\_  
HANDLING STOLEN GOODS / 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



**Staff decision is final**  
**Do as you are asked**  
**FIRST TIME - EVERY TIME**