

*‘Growing together in the spirit of Christ’s love’*

# All Hallows Catholic High School



## Behaviour Policy

Signed by:

Headteacher: Mrs A Cooper

Chair of Governors: Mrs L Kitto

Date: Autumn Term 2024

Review Date: Autumn Term 2025

## **RATIONALE**

All Hallows Catholic High School is a Christ centred community guided by Gospel values. We recognise that each child is an individual created in the image and likeness of God and is therefore valuable and worthy of respect and dignity. Our school seeks to support each pupil in developing their God-given talents and is committed to providing opportunities for spiritual, moral, social, cultural and physical growth in an atmosphere of mutual trust, respect, love, forgiveness and reconciliation. Pupils are entitled to a safe, purposeful and orderly learning environment and we aim to respond to the needs of each individual child and assist them in achieving their full potential as learners and citizens.

Our policy should be considered in the light of the school's mission statement, 'Growing Together in the Spirit of Christ's Love,' and it seeks to provide a clear framework of what is acceptable in terms of behaviour, attitude and activity. It is our intention to work in close partnership with families and parishes in our community to provide appropriate support for all pupils.

This policy is based on the premise that all staff, pupils and parents have a clear understanding of what constitutes acceptable behaviour in All Hallows and that all staff are committed to working together to ensure that the school provides an orderly environment in which effective teaching and learning can take place. We aim to embrace difference and for our pupils to be tolerant of each other's ideas, views and opinions. We adopt a zero- tolerance approach to any form of bullying.

All staff are entitled to good behaviour, full cooperation and effort from pupils both in and outside the classroom. We expect all staff to carry out their duties in a professional manner and set high standards for the benefit of pupils and the school.

By choosing to send their child to All Hallows Catholic High School, parents become part of the school community and are therefore expected to support our Behaviour Policy. On entry to school, parents and pupils are asked to sign the Home-School Agreement (Appendix 1) which encapsulates the aims and values of the school and rights and responsibilities. The signing of this document signifies commitment to, and acceptance of, the principles and details of the behaviour policy.

## **AIMS**

- To provide a safe and orderly environment free from disruption, bullying and any form of harassment, including extremism and radicalisation, and in which the well-being of pupils and staff is paramount.
- To empower staff with the confidence, skills and knowledge to manage behaviour in a consistent and effective way.
- To ensure all pupils are treated equally, fairly and with respect.
- To provide clear guidelines for staff on the consistent use of sanctions and to further enhance our culture of praise and rewards.

- To promote confidence and self-esteem in all pupils and ensure they are provided with appropriate support to improve their behaviour.
- To instil in all pupils a sense of self-discipline, acceptance of personal responsibility for actions and proper regard for authority.
- To ensure pupils demonstrate care and respect for the property and belongings of others and the school environment.
- To support parents as primary educators and strengthen the partnership between school and home, further developing effective working relationships.
- To provide an environment in which effective teaching and learning can take place and that provides equality of opportunity for all.
- To acknowledge the school's legal duties under the Equality Act 2010, in respect of safeguarding and in respect of pupils with special educational needs and disabilities (SEND).

## **IMPLEMENTATION**

A copy of this policy will be available to all staff and on the school website. The 'Code of Conduct' will be displayed in classrooms. Assembly and Form Time will be used to inform and reinforce our expectations to pupils.

This policy should be read in conjunction with the following policies:

- Safeguarding & Child Protection Policy
- Anti-bullying Policy
- Attendance Policy
- Online Safety Policy
- Mobile Phone Policy

## **ROLES AND RESPONSIBILITIES**

All members of the school community have a responsibility in ensuring a safe and orderly climate for learning in All Hallows and all stakeholders are expected to contribute to promoting the necessary ethos for outstanding learning and behaviour. We believe it is the shared responsibility of all staff in ensuring all pupils adhere to the school rules.

The Governing Body is responsible for defining the general principles that inform the Behaviour for Learning Policy and for ensuring that all aspects of the policy and its application promote equality for all members of the school community. The Governing Body will support the school in maintaining exemplary standards of behaviour.

The Headteacher and Senior Leadership Team (SLT) will be responsible for the implementation and day to day management of the policy and procedures. It is the responsibility of the Head teacher and SLT to coordinate support for staff, provide necessary training and to ensure consistent application of the policy. The Head teacher and SLT will be a visible presence around school, especially at key times of the day (break, lunch, lesson changeover etc.) to support staff and maintain a sense of calm and order. Staff will be responsible for ensuring that the policy and procedures are consistently and fairly applied in line with our ethos. Staff share the responsibility for creating a safe and purposeful learning environment, teaching positive behaviour and ensuring that the agreed standards of behaviour are consistently upheld across the school. Teaching staff are responsible for managing the behaviour of pupils in their lessons and for reporting more serious issues to the Head of Department (HOD).

The Form Tutor (FT) plays a key role within the school's pastoral structure and is responsible for the development of the whole child; the FT is responsible for monitoring the academic progress, attendance, punctuality and general wellbeing of pupils. The FT is responsible for maintaining high standards of behaviour and appearance and encouraging full participation in school life.

The Head of Year (HOY) and Assistant HOY (AHOY) are responsible for leading and managing a team of Form Tutors and support staff. The HOY and AHOY are responsible for providing a clear vision for the year group, identifying key areas for pastoral and academic improvement and implementing strategies to bring about improvements.

The Head of Department (HOD) is responsible for providing support for subject teachers in the management of behaviour and ensuring sanctions are applied fairly and consistently within the department. The HOD is also responsible for setting clear expectations of behaviour within the department in line with whole school policy.

Parents are expected to support the Catholic ethos of the school and to take responsibility for the behaviour of their child. Parents also have a responsibility for working in partnership with the school to maintain high standards of behaviour and in notifying school early about any issues concerning their child.

Pupils are expected to take responsibility for their behaviour and to accept the consequences for their actions by following the 'Code of Conduct.' Pupils have a responsibility to contribute to a safe and calm environment and to cooperate with, and respect the authority of, All Hallows staff.

## **EXPECTATIONS OF PUPILS**

At All Hallows we expect the highest standards of behaviour. Our school is dedicated to achievement for all and we firmly believe that every pupil has the 'right to learn' and every teacher has the 'right to teach'. All our pupils are expected to behave in a manner which does not bring the name of our school into disrepute, or threaten the health and safety of other pupils, staff or members of the public. This includes the

journey to and from school and any school visits. With this in mind, it is important that pupils have a clear understanding of what is expected of them, in terms of behaviour and attitude, and are aware of the boundaries of acceptable behaviour. This is encapsulated in the 'Code of Conduct' which is displayed in all classrooms and Year bases. They are based upon fairness, tolerance and respect for others and establish clearly the standards of behaviour expected in our school community.

We expect all pupils to act with courtesy, respect and consideration for other members of our school community at all times. There is also an expectation that our pupils will be helpful, co-operative and will look to support fellow pupils.

Our expectations are reinforced at the start of each academic year and term by senior staff, Heads of Year and Form Tutors. In addition to this, there is an expectation that all staff will reinforce our standards on a daily basis in their interactions with pupils.

## **EXPECTATIONS WHEN MOVING AROUND SCHOOL**

All pupils will be expected to:

- Follow the school's movement policy (one-way system) when entering and leaving buildings
- Move in a calm and orderly manner, avoiding physical contact with others
- Move quickly and quietly to lessons
- Keep to the left on stairways and corridors
- 'Give way' to members of staff and visitors at doorways
- Not drop litter - respect the school environment
- Wear uniform correctly at all times

## **EXPECTATIONS IN THE DINING ROOMS**

All pupils will be expected to:

- Follow the movement policy
- Queue in an orderly manner and not 'jump the queue'
- Sit down to eat and use correct table manners
- Clear the table and place rubbish in a bin – respect the school environment.
- Wear uniform correctly at all times

## **EXPECTATIONS WHEN TRAVELLING TO AND FROM SCHOOL**

All pupils will be expected to:

- Arrive and leave school in school uniform
- Respect the local community and not cause a disturbance
- Follow school rules
- Walk on the pavement
- Be respectful to the driver if travelling by public transport
- Be positive ambassadors for All Hallows and not bring the reputation of the school into disrepute

## **SANCTIONS**

All pupils in our school community have the right to learn and therefore poor and disruptive behaviour is neither tolerated nor ignored; it is always challenged and pupils who wilfully fail to comply with school rules and regulations are issued with appropriate sanctions. At all times we will encourage pupils to make the right choices and explain clearly that their actions have consequences. When pupils do behave inappropriately, the school expects them to show remorse for their actions and to make reparation for their mistakes. The emphasis is placed on the pupil to take responsibility for her or his actions.

The Education and Inspections Act 2006 gives all teachers and other staff in charge of pupils a power to discipline pupils for breaches of school rules, failure to follow instructions, or other unacceptable behaviour.

The school recognises the professional integrity of its teachers and the behaviour policy allows staff to exercise professional judgement on the most appropriate methods and sanctions to address pupils' inappropriate behaviour.

It is important for staff to remember that when a pupil misbehaves, it is the behaviour that is seen as unacceptable, not the child.

**The list of sanctions shown below can be used as broad guide to the possible actions that may be taken when dealing with inappropriate behaviour, however the following information is not exhaustive or restrictive as it cannot possibly take account of all circumstances or the needs of each individual pupil.**

- Verbal reprimand
- Completing extra work or repeating unsatisfactory work until it meets an acceptable standard
- Loss of privileges

- Signature on Uniform card
- Break/lunch time detentions
- After-school detentions
- Temporary/permanent removal of property
- School based community service (e.g. removing graffiti, tidying a classroom)
- Working in isolation
- Internal exclusion – The House
- Seclusion
- Suspension
- Monitoring cards
- Permanent exclusion

Other appropriate sanction

## **STAGED SANCTION SYSTEM**

Sanctions will be applied according to the 5 stages of behaviour for learning which is summarised below:

- |                |   |
|----------------|---|
| <b>STAGE 1</b> | Pupil to be given a formal warning and reminded of the classroom code of conduct.   |
| <b>STAGE 2</b> | Official sanction given to pupil. This is recorded on synergy and will be visible to parents via the parent portal.<br>If a pupil gains three stage 2's in a week they will be awarded a Friday night detention by their head of year (unless otherwise informed)   |
| <b>STAGE 3</b> | Official sanction given to pupil. This is recorded on synergy and will be visible to parents via the parent portal. A break or lunchtime detention will be issued. If a pupil gains any combination of three stage 2 or 3's in a week they will be awarded a Friday night detention by their Head of Year |
| <b>STAGE 4</b> | Official sanction given to pupil. This is recorded on Synergy and a Friday night detention is awarded. The pupil will be moved to another class for the remaining lesson time.  |
| <b>STAGE 5</b> | Official sanction given to pupil. The pupil will be removed from the class by SLT and issued a Wednesday night SLT detention or referred to the inclusion unit at the discretion of the senior leaders.   |

If a pupil fails to attend a Friday night detention, he/she will work in isolation in the Inclusion Unit on the following Monday. In addition, the Friday night will be re-set for the following week.

## **UNIFORM CARDS**

Every pupil is issued with a Uniform card. They are expected to have the card with them at all times. Failure to have the card with them will result in a Friday night detention. If a pupil forgets their card and reports this to their form tutor in Pastoral Time, they will be issued with a temporary replacement card and not given a sanction in the first instance.

If a pupil does not conform to the standards of uniform referred to in the 'Appearance Policy', they will have their card signed by a member of staff. For example, rolled skirts, make-up and wearing trainers are all sanctionable. However, if a student presents in Pastoral Time in the incorrect uniform, they will initially be offered the opportunity and support to correct this before a sanction on the Uniform card is issued.

The sanctions for the Uniform card are as follows;

- 3 signatures equals a Friday night detention
- 6 signatures equals a Wednesday night detention
- 9 signatures equals a day in the Internal Exclusion Unit

## **DETENTIONS**

- School staff have a statutory power to put pupils in detention during the school day (break & lunch) and after school.
- Parental consent is not required for detentions; however, staff will always endeavour to cooperate with parents to find a mutually convenient time in exceptional circumstances.
- Staff will give parents at least 24 hours' notice of an after-school detention through Synergy or a phone call.
- Parents do not have the right to overturn the school's decision to issue a detention.
- After-school detentions should be recorded on Synergy
- Double Friday night detentions may be issued if there is an accumulation of sanctions



The timings of afterschool detentions are as follows;

- SLT Wednesday Night Detention and restorative SLT conversation 3:05pm – 4:30pm
- Single Friday Night Detention 3:05pm – 4:00pm
- Double Friday Night Detention 3:05pm – 4:30pm

PUPILS WILL RESTART EACH TERM WITH A CLEAN SLATE FROM A UNIFORM AND HOMEWORK PERSPECTIVE.

### **INTERNAL INCLUSION (EMMAUS ROOM)**

- Other than a suspension or permanent exclusion, Internal Inclusion is the most serious sanction the school would impose on a pupil. This is when pupils are taken out of class and work in isolation.
- Whilst in Internal Inclusion, pupils are supervised by teaching staff or Pastoral Staff
- Pupils are set work from their class teachers.
- Pupils are given time to reflect on their behaviour and the consequences of their actions.
- Internal Inclusion could be used as a short-term reactive sanction.
- SLT and the Behaviour Lead are the 'gatekeepers' for Internal Inclusion and authorise any referrals.
- Parents are informed via Synergy and/or a phone call from their child's HOY
- Reasons for pupils being placed in Internal Inclusion may include:
  - Involvement in a serious incident
  - Persistent disregard for school rules
  - Verbal or physical abuse towards a member of staff or another pupil
  - Extreme defiance towards a member of staff

### **SUSPENSIONS & PERMANENT EXCLUSIONS**

All Hallows Catholic High School complies with all aspects of the most recent suspension and permanent exclusion guidance Suspension and Permanent Exclusion from maintained schools, academies and pupil referral units in England, including pupil movement

- Only the Head teacher, or Deputy Head teacher in the absence of the Head teacher, can suspend a pupil from school. A pupil may be suspended for one or more fixed periods (up to a maximum of 45 school days in a single academic year). The decision to suspend or permanently exclude should be lawful, reasonable and fair.
- Prior to a decision being made by the Head teacher to suspend, a thorough investigation of the incident will be conducted by a member(s) of the SLT and HOY. The Head teacher's decision to suspend will be taken on the balance of probabilities. Pupils will remain in isolation whilst the investigation takes place and until a conclusion is reached. Parents will be informed when a serious incident has occurred involving their child which could possibly result in a fixed period suspension or permanent exclusion.
- The length of a suspension will be determined by the severity of the incident and the previous record of the pupil.
- The Head teacher will inform parents if their child is given a fixed period suspension or permanent exclusion; it will be made clear to parents that they can, if they wish, appeal against a decision to exclude to the Governing Body.
- Fixed period suspensions will be used in response to serious breaches of the school's behaviour policy.

Examples of reasons for a fixed term exclusion include:

- Verbal abuse towards a member of staff
  - Vandalism
  - Fighting
  - Persistent use of foul and abusive language
  - Persistent defiance of school rules
  - Persistence defiance shown towards members of staff – repeated failure to follow reasonable requests
  - Verbal and/or physical abuse of another pupil
  - Bringing the school into disrepute
- 
- Following a fixed period suspension, the pupil and his/her parents must attend a reintegration meeting with the Head teacher or member of the SLT. This will give an opportunity to discuss how best the pupil can successfully return to school.
  - Permanent exclusion is a sanction that would only be used in exceptional and extreme circumstances; it is very rarely used at All Hallows and all steps are taken to avoid this. Permanent exclusion would only be used as a last resort in response to a serious breach, or persistent breaches of the behaviour policy and where allowing

the pupil to remain in school would seriously harm the education or welfare of the pupil or others in school.

- There are exceptional circumstances where, in the Headteacher's judgement, it may be appropriate to permanently exclude a pupil for a first or 'one-off' offence, even if the child has no history of disruptive behaviour. These could include:

- Sexual abuse or assault
- Serious actual or threatened violence against another pupil or member of staff
- Supply of an illegal drug or the misuse of an illegal drug
- Carrying an offensive weapon, or the use of any implement as an offensive weapon

- **These instances are not exhaustive, but indicate the severity of such offences and the fact that such behaviour can affect the well-being of members of the school.**

- Work will be set for any pupil who is suspended and their absence would be recorded with a 'E' code.

- Should a pupil be given a fixed period suspension beyond five days, the school will arrange a provision in another setting. This would probably be a school within the local area

- For the first five school days of a fixed period suspension parents are legally required to ensure that their child is not present in a public place during school hours without reasonable justification; parents may be given a fixed penalty notice or prosecuted if they fail to do so.

- The Head teacher would inform the Governing Body and Local Authority should a pupil be permanently excluded or issued with a fixed period suspension beyond five days in any one term.

- The school regularly carries out an analysis of the fixed period suspensions in terms of pupil groups and produces reports for the Governing Body.

## **BULLYING (see Anti-Bullying Policy)**

All pupils in All Hallows have a right to be taught in a safe, secure and caring environment, away from the threat of psychological and physical abuse. Bullying of any kind is regarded as a serious breach of our behaviour policy, it is unacceptable and will not be tolerated.

The school takes preventative action to reduce the likelihood of any form of bullying from occurring.

Stereotypical views are challenged and pupils are taught to appreciate and view positively differences in others, whether arising from race, gender, sexual orientation, ability or disability.

All incidents should they occur will be investigated and, where appropriate, perpetrators will be educated and guided as to why their actions are inappropriate. Where necessary the perpetrator will receive sanctions in line with the school's behaviour policy and restorative work may be carried out.

The school has a separate Anti-Bullying Policy that can be accessed in full on the website.

## **SEXUAL ABUSE AND SEXUAL HARASSMENT**

All pupils in All Hallows have the right to be free from all forms of sexual abuse and sexual harassment, both offline and online.

The school has a strong culture of safeguarding in which sexual abuse and sexual harassment will never be tolerated or accepted. The school will never act on the assumption that its students are not affected by sexual abuse and sexual harassment adopting a proactive and vigilant approach. This ethos is shared across the school by all members of the school community. All staff will complete appropriate training on this subject annually.

All incidents will be thoroughly investigated and recorded. Perpetrators will be educated and guided as to why their actions are inappropriate. The perpetrator will receive sanctions in line with the school's behaviour policy. Appropriate support and guidance will always be put in place for the victim.

## **SUPPORT SYSTEMS FOR PUPILS**

We acknowledge that the behaviour of some of our pupils can deteriorate over time and is affected by both in school and external factors. Schools by themselves cannot resolve all the issues that some children come to school with and there may be occasions when it is appropriate to involve external agencies. The school works closely with a wide range of internal and external support systems. Please refer to the 'Pastoral care' section of the website for more details.

## **SEARCHING, SCREENING & CONFISCATION**

- All Hallows Catholic High School is committed to providing a safe learning environment for all students and staff. Safety at school is a basic expectation of students as well as being a prerequisite for student success and achievement. To this end, occasionally the Head teacher and other authorised staff may need to act in response to a student having or suspected of having in their possession a prohibited or banned item.

- Searching can play a critical role in ensuring that schools are safe environments for all pupils and staff. It is a vital measure to safeguard and promote staff and pupil welfare, and to maintain high standards of behaviour through which pupils can learn and thrive.
- The general power to discipline enables a member of staff to confiscate, retain or dispose of a pupil's property as a punishment, so long as it is reasonable in the circumstances.
- Head teachers and staff authorised by them have a statutory power to search pupils or their possessions, without consent, where they have reasonable grounds for suspecting that the pupil may have a prohibited item (alcohol, knives and weapons, illegal drugs etc.). In reality, at All Hallows, a search would be authorised by a member of SLT and carried out by 2 members of staff.
- Wherever possible, the member of teaching staff carrying out the search must be the same sex as the student being searched and there must be a witness.
- A search may be carried out with a student of the opposite sex and without a witness being present, but only when the member of teaching staff reasonably believes that there is a risk that serious harm will be caused to a person if the search is not conducted immediately and where it is not reasonably practicable to summon another member of staff.
- A student's possessions (any goods over which the student has or appears to have control) can only be searched in the presence of the student or another member of staff, except where there is a risk that serious harm will be caused to a person if the search is not conducted immediately and where it is not reasonably practicable to summon another member of staff.
- Before any search is undertaken consent will be sought from the pupil. If consent is refused, or if the pupil refuses to hand over a prohibited or banned item, the pupil will be asked to give a reason for the refusal and this will be recorded. This will be seen as a serious act of defiance and an appropriate sanction will be given for the refusal to cooperate. Parents would also be contacted at this point. It may also be appropriate to contact the police. DfE guidance states, *'If the pupil still refuses to co-operate, the member of staff should assess whether it is appropriate to use reasonable force to conduct the search. A member of staff can use such force as is reasonable to search for any prohibited items (knives or weapons, alcohol, illegal drugs, stolen items, tobacco and cigarette papers, ecigs/vaping devices, fireworks, pornographic images or articles that have been or could be used to commit an offence or cause harm) but not to search for items which are identified only in the school rules. The decision to use reasonable force should be made on a case-by-case basis. The member of staff should consider whether conducting the search will prevent the pupil harming themselves or others, damaging property or from causing disorder.'*
- Electronic devices, including mobile phones, can contain files or data which relate to an offence, or which may cause harm to another person. This includes, but is not limited to:

- indecent images of children,
  - pornography,
  - abusive messages,
  - images or videos, or
  - evidence relating to suspected criminal behaviour.
- Staff may examine any data or files on an electronic device they have confiscated as a result of a search if there is good reason to do so.
  - If the staff member conducting the search suspects they may find an indecent image of a child (sometimes known as nude or semi-nude images), the member of staff should never intentionally view the image, and must never copy, print, share, store or save such images.
  - When an incident might involve an indecent image of a child and/or video, the member of staff should confiscate the device, avoid looking at the device and refer the incident to the Designated Safeguarding Lead (or Deputy) as the most appropriate person to advise on the school's response.
  - If a member of staff finds any image, data or file that they suspect might constitute a specified offence, then they must be delivered to the police as soon as is reasonably practicable.
  - **The school reserves the right to respond to the changing nature and types of banned items if we feel they pose a risk to the welfare and safety of staff and/or pupils.**

## **CONFISCATION**

- Staff can seize any prohibited item found as a result of a search and dispose of it according to legal requirements and as defined in the DfE document "Searching, Screening and Confiscation – Advice for schools" July 2022.
- Staff can seize any item, however found, which they consider detrimental to school discipline.
- Members of teaching staff can confiscate, retain or dispose of a student's property as a disciplinary penalty where it is reasonable to do so in the circumstances. This applies to any item found as a result of a 'with consent' search.
- Where any member of teaching staff finds controlled drugs, stolen items or any article thought to be a weapon, it should be passed on to a member of the SLT. The school will seek advice from the police on an appropriate method of disposal.
- There is no legal requirement to make or keep a record of a search, however the school considers it good practice to document the reasons for, and the outcome of a search. This information will be recorded on the school's searching, screening and confiscation log in addition to the school's safeguarding reporting system (CPOMS).

## **REASONABLE FORCE**

- We are committed to safeguarding the welfare of all pupils and as part of our duty of care the school does not operate a 'no-contact' policy. There may be exceptional circumstances where a member of staff may need to physically intervene with a pupil or pupils in order to control or restrain.
- 'Reasonable force' is a broad range of actions that can be used by staff that involves a degree of physical contact with a pupil or pupils. This can range from guiding a pupil to safety by the arm through to more extreme circumstances such as breaking up a fight or where a pupil needs to be restrained to prevent violence or injury.

Staff at All Hallows have the power to use reasonable force in the following circumstances:

- to prevent pupils committing an offence;
- to prevent pupils from injuring themselves or others;
- to prevent pupils from damaging property;
- to remove a pupil from a classroom where they have ignored several requests by staff;
- to prevent a pupil behaving in a way that seriously disrupts a lesson;
- to prevent a pupil behaving in a way that seriously disrupts a school trip or event.
- 'Reasonable in the circumstances' means using no more force than is needed.
- The decision on whether or not to physically intervene is down to the professional judgement of the staff member concerned and should always depend on the individual circumstances. Staff should try to intervene verbally before resorting to the use of reasonable force and it should only be used as a last resort.
- Reasonable adjustments will be made for pupils with special educational needs and/or disabilities.
- The force used should be the minimum necessary and any force be in proportion to the consequences that it is intended to prevent.
- If staff fear for their own safety and the pupil is not responding to a verbal request, the staff member should always seek help from colleagues before attempting to intervene if possible. It is advisable to have another member of staff to offer support.
- Members of staff should not put themselves at risk. An individual would not be seen to be failing in their duty of care by not using force to prevent injury, if doing so threatened their own safety.

- Reasonable force is not the use of physical punishment, which is not only completely contrary to the school's values and Mission Statement but also illegal.
- The school does not require parental consent to use control or restraint on a pupil, however parents will always be informed when reasonable force has been used in relation to their child.

## **FALSE AND/OR MALICIOUS ALLEGATIONS**

Allegations made against members of staff will be taken very seriously and will be referred to the Headteacher. Any allegation made will be responded to quickly and treated confidentially, with fairness and consistency ensuring a balance of support for the pupil and for the member of staff who is the subject of the allegation. Every effort will be made to maintain confidentiality and guard against unwanted publicity while an allegation is being investigated. Suspension will not be used as an automatic response when an allegation has been reported. Allegations made against staff will be handled by a member of the Senior Leadership Team with support from Lancashire Local Authority and Professional Associations when necessary.

All Hallows will not tolerate false and/or malicious allegations against staff or pupils. Should a pupil make a false and/or malicious allegation that proved to be unfounded following investigation, the pupil may be subject to the school's most serious sanctions available including fixed period or even permanent exclusion.