

# Behaviour Policy

<b>Date of Policy</b>	September 2023
<b>Date of Next Review</b>	September 2024
<b>Staff Responsible</b>	Deputy Headteacher – STH
<b>Reference</b>	Staff shared area/staff development/school policies
<b>School/Governor Policy</b>	Governor

## Rationale

At Severn Vale School, we have the highest expectations of our students in every way. This includes their conduct and behaviour in lessons, around school and towards other people.

We believe behaviour is a choice. Students either choose to behave appropriately or not. Those who make positive choices are praised and rewarded. Those who do not behave appropriately choose consequences for their actions which will have disrupted their own and the learning of others, disrespected others or have not met our expectations in other ways. This policy sets out these expectations. It also provides our framework for a clear and consistent process to:

- rewards/recognise students when they get it right
- deal with student behaviour and conduct in accordance with [DfE guidance](#).

Students choosing not to meet our expectations may be supported via the Graduated Pathway as appropriate.

## Aims

This policy aims to:

- provide a framework for the smooth running of the school
- ensure that students are praised for their positive choices and actions
- ensure there is a calm, purposeful environment to enable high quality teaching and learning to be the priority for all
- encourage our students to become well rounded, courteous and sociable young adults through consistently applying clear boundaries, high expectations and role modelling social norms and values
- provide a consistent and clear guide for staff when dealing with incidents of poor behaviour

## Application

This policy applies to all members of the Severn Vale School community – teachers, students and parents. Reasonable adjustments, however, will be made for SEND students as appropriate and in consultation with the SENDCo.

## Expectations and processes

We have high expectations of our students at Severn Vale School because we know that high standards of behaviour, attitude and conduct impact significantly on the ethos of our school community. These expectations link to our school values of Courtesy, Compassion, Honesty, Integrity and Perseverance; they also support our five basic expectations:

1. Arrive on time to school, (equipped for the day)
2. Be smartly dressed in the correct uniform
3. Be punctual to lessons and engage to the best of your ability in disruption free learning
4. Conduct yourselves sensibly and appropriately at all times around school – including break, lunch and during transitions
5. Take responsibility: for your choices and actions – especially if/when you get things wrong

When students get things right and make good choices they will be praised; when they get things wrong, we have a range of systems and sanctions to help students remain on track.

## Praise

Praising students when they make good choices is a central tenet of our Behaviour Policy. As a staff, our intention is to “*catch students being good*”. To this end we have a wide-ranging praise system that is integral to our behaviour system.

### The “P” System

We operate a system to ensure that the positive work and actions of our students is recognised and rewarded. Students can be rewarded with a P1, P2, P3, P4 or P5 as explained below. All P3/P4/P5s are recorded on the school’s management information system so that a permanent record of the praise is kept.

- **P1 / P2** – Verbal Praise – recorded with students’ names likely being written up on the board
- **P3 Certificate** – when a staff member feels that a student’s work or actions have gone above and beyond expectation they will reward that student with a P3. A P3 Certificate is generated and this is emailed home on Friday of each week.
- **P4 Certificate** – these are awarded by Middle and/or Senior Leaders. They may be for performance in lessons, extracurricular activities or other positive actions around school. P4 Certificates are emailed home in the same manner as P3s, once a week, on a Friday.
- **P5 Headteacher Certificate** – these can only be awarded by the Headteacher at his discretion. These are for actions or work that is worthy of being praised at the highest level. P5 Certificates are also emailed home once a week, on a Friday.

### Rewards in line ups

Every morning begins with a line-up. These are a key element of our school’s sense of community and help ensure every student has a calm and purposeful start to their school day.

Every Friday we hold our weekly praise line ups (known as Friyaay). A draw takes place in all year groups line ups. Students are entered into the draw each time they are awarded a P3,4 or 5. Their names remain in the box for the remainder of the term in which they were awarded the P3, 4 or 5. The more times a student gains a P3,4 or 5, the more time that their name goes into the draw, increasing their chances of winning. Two names are drawn out and these students are rewarded with a chocolate bar.

In addition, each year group also has extra praise in the Friday line ups. Heads of Year and SLT decide how this works for each year group. For example, in Year 7 each tutor provides a tutee of the week with a reason and the Head of Year and Assistant Headteacher also choose students of the week. These students’ names are read out with the reason and they are also rewarded with a chocolate bar.

### Subject Students of the Term

On the final Friday of each term line-up is handed over to curriculum areas with the subject awards taking place. Each department nominates two students who have stood out in their area over the term. These students are then rewarded with a subject badge to be pinned to the lapel of their blazer.

A letter is also sent home to inform parents of their son/daughter being nominated for this award.

### Headteacher’s weekly communication

Each week the headteacher writes to all parents. Within this communication he highlights the achievements of certain students.

## Praise Wall

As you enter reception at Severn Vale School there is a '*Praise Wall*'. This is a wall of photographs of students to highlight their achievements. This celebrates the eclectic range of academic, sporting and extracurricular achievements of our students both in and out of school. The wall is regularly updated to reflect recency. Each term the students with the most praise points are photographed and put onto the praise wall.

A letter is sent home to the parents of each of these students.

## Annual events

Severn Vale School operates a number of annual celebrations of student achievements. These include:

- **The Year 7-10 awards evening.** All subjects nominate and award students who have excelled in their areas. Awards are given out for Academic Achievement and Academic Progress. The winners receive framed certificates and subject badges. Each subject area has a 'praise wall' which features photographs of the winners. These take pride of place on entry to each departmental area. Parents are invited to this event to share in the celebration of success.
- **Sports Presentation Evening:** The Sports Presentation Evening is a chance for students and parents to share Severn Vale School's sporting achievements over the last academic year. The evening includes pictures/ videos and the presentation of awards to students. These awards include:
  - Half and Full Colours (2 and 4 years respectively) - for continued commitment and representation in a chosen sport.
  - Individual Sport Awards - a nomination from each year group with one overall winner.
  - The Fair Play Award - this award is given to two Year 8 students who have displayed the correct, positive and fair attitude towards sport and who are excellent role models to their peers.
  - The coveted 'The Martin Shipway Trophy' - this award is awarded to two Year 10 students who have demonstrated excellent commitment, sportsmanship and ability in a range of sports over four years.
- **Year 11 Graduation Evening.** Each November the previous academic year's Year 11 cohort are invited back for an awards evening. At this event each subject area gives out awards for Academic Achievement and Academic Progress based on the GCSE results. The following awards are also presented by the headteacher:
  - Headteacher's Award for Outstanding Academic Achievement
  - Headteacher's Award for Outstanding Academic Progress
  - The Adam Wyatt Award for Perseverance
  - The Jane Smith Award for Resilience

## Order Assessments Awards

3 times a year every student in KS3 completes order assessments in English, Maths and Science. These are an important indicator of academic progress and are given a high priority in the school. In recognition of achievement and/or progress in the Order Assessments, students are awarded certificates and P4s issued by the Subject Leaders for English, Maths and Science. The certificates have 8 categories:

- English achievement
- Maths achievement
- Science achievement
- Academic achievement
- English progress
- Maths progress
- Science progress
- Academic progress

Achievement awards are awarded to the students with the highest scores. Progress awards are awarded to the students who have made the most improvement from their last order test result. The Academic achievement and Academic progress awards are awarded using an average overall in English, Maths and Science. These are awarded to the top 10 in their year for each category.

The top 3 students in each year group are awarded P5s and meet the headteacher. This is to recognise the outstanding effort required to be in the top 3 in a year group of over 270 students.

# Behaviour

## Part 1: Classroom Behaviour

### Classroom Expectations

At Severn Vale School we believe that no student has the right to disrupt the learning of others. Teachers have the right to a disruption free classroom in which they can teach and students can learn. On a lesson by lesson basis, students will have one simple choice, to be in class working hard and progressing with their learning or to be isolated from their peers for a period of one working day so that the learning of others is not disrupted.

There are three simple rules for every classroom:

Rule 1 – YOU MUST work to the best of your ability

Rule 2 – YOU MUST ensure your behaviour does not disrupt the learning of others

Rule 3 – YOU MUST follow staff instructions without question

### Classroom Referral Procedures (C3R)

#### C1 – Verbal warning

If a student fails to meet any of the simple expectations outlined above, the student will be issued a 'C1' along with an explanation of why this was given and how they can put this right. It is likely their name will be placed on the whiteboard.

#### C2 – Second and final verbal warning

The second time the student chooses to ignore the rules of the classroom they will be given a clear warning as to the consequences of any further poor choices. A note that the student has received a C2 will likely be made by their name on the whiteboard.

#### C3 – Referral (C3R)

The third time during a lesson that a student fails to meet these expectations they will be sent to the referral classroom for a period of one working day. The student is expected to report immediately to the Referral Suite Office. The teacher will then e-mail the Referral Suite team to inform them that a student has been sent. No details are required at this point.

The teacher should – at a later point **that day** – record the C3R on SIMS

The teacher should ensure that they go to the referral classroom between 3.15pm and 3.30pm (or earlier if possible) to have a restorative conversation with the student they have sent where they will be made aware of what they did wrong, why it disrupted learning and what needs to be done differently next lesson.

The teacher should also ensure that they contact the parents / carers of the student they have sent either by phone (preferred) or by e-mail within 24 hours to ensure clarity of communication over the incident which led to the C3R. The earlier this conversation takes place, the better.

If a student refuses to leave the classroom having been issued a C3, the member of staff should send a student to reception to request assistance.

If the student then complies, they will begin their time in the Referral Suite (likely to be one day in the Reflection Classroom and one day in the Referral Classroom). If the student refuses to comply, no other member of staff will be called and a suspension will be issued. On returning to school, the student will complete a day in the Reflection Classroom and then a day in the Referral Classroom.

## Health and Safety Referrals

### Science and ADT

For a serious breach of health and safety regulations in Science and ADT, a C3R can be issued immediately. These are issued for incidents which injure or endanger another person in the classroom.

In this instance, details of the incident must be sent as soon as possible to both the SL and the relevant HOY in addition to the BAL.

### Other subject areas

In the case of other incidents which injure or endanger another student in the classroom, the student should be sent to the referral classroom in the first instance and details of the incident should be referred to the HOY as soon as possible.

## Part 2: Behaviour outside the classroom

### Expectations

We expect:

- Civilised behaviour from all Severn Vale Students around school site and in the wider community
- Students to be polite and courteous at all times to all people
- Students to comply with uniform expectations at all times
- Students to respond to staff instructions first time, without question
- Students to follow the “Golden Rule” at all times

### Application

Our behaviour policy covers behaviour not only within school but outside of school, as directed in the DFE guidance: Behaviour and Discipline in Schools (2016). We will sanction students, up to and including Permanent Exclusion, for any behaviour which contravenes our policies when a student is:

- Taking part in any school-organised or school-related activity, or travelling to or from school and wearing our school uniform, or in some other way identifiable as a Severn Vale School Student.

Or for behaviour which at any time:

- Could have repercussions for the orderly running of the school, or
- Poses a threat to another student or member of the public, or could adversely affect the reputation of the school.

Students are expected to demonstrate a high standard of conduct on the journey to and from school as each person is expected to be a **positive walking advert** for our school.

### Failure to comply

If a student fails to meet the behaviour expectations outside the classroom, they will be spoken to by the member of staff dealing with the incident

The member of staff can then issue a Behaviour Point (BP) as appropriate.  
Behaviour points can be issued for:

- Uniform infringements i.e. not having shirt tucked in, having to borrow items of uniform on a regular basis
- Chewing gum (this also applies inside a classroom)
- Poor behaviour at break, lunch or during transition times
- Swearing
- Equipment – not having the correct equipment in school

Behaviour points should be entered on SIMS

At the end of each day, Behaviour Points which have been issued that day and those issued over the past 5 school days will be analysed.

A student will be placed in the referral classroom under a C3A if they accumulate:

- 3 BPs in one school day
- 5 BPs over the previous 5 school days

Staff will be informed of those students needing to attend the Referral Suite for the following day. Parents will also be informed. On the morning of the referral, students will attend line up first, then it is their responsibility to make their way to the Referral Suite immediately from line-up. Any questions about their referral will be answered by the Referral Suite team.

### **Part 3: Punctuality and attendance to school and lessons**

#### **Expectations**

We expect all students to be in school on time, be punctual to all lessons and have high standards regarding their attendance to school. We will not tolerate lateness to school or to lessons.

Late means:

- Not arriving to school to be in their correct place in line, in line up, by the time the bell has gone at 8.50am
- Not arriving to lessons in time to be “ready to learn” by the time the lesson bell sounds

We expect all students to remain on school site for the duration of the school day. Where students need to leave the school site (e.g. medical appointment) parents should notify the school in advance and students will be given permission to leave school via reception at the appropriate time.

If there is a valid reason for a student to be late in the morning, parents should notify the school in advance so that – upon arrival in school – the student is not marked late.

#### **Failure to comply**

Students who arrive late to Line Up will be marked Late to school.

Students who arrive late to school during Prep are spoken to about their lateness by their tutor, and are marked late in the register.



Students who arrive late to lessons (i.e. not 'Ready to Learn') will be marked late on the lesson register.

At the end of each day, Late marks which have been issued that day and those issued over the past 5 school days will be analysed.

A student will be placed in the referral classroom under a C3L if they accumulate:

- 3 late marks in one school day
- 5 late marks over the previous 5 school days

As above, staff will be informed of those students needing to attend the Referral Suite for the following day. Parents will also be informed. On the morning of the referral, students will attend line up first, then it is their responsibility to make their way to the Referral Suite immediately from line-up. Any questions about their referral will be answered by the Referral Suite team.

HOY and the attendance lead will monitor patterns of lateness as part of their wider attendance monitoring.

The school will also make phone calls home and/or communicate via email to the parents/carers of students who are persistently late and establish reasons for these patterns of behaviour. Plans will be put in place support students in attending school punctually.

Where a student is absent from lesson having been marked present earlier in the day, staff should send a Student Alert email. This will alert the pastoral team to potential safeguarding and/or truancy issues

Where students are truant from lesson or school they will be sanctioned with time in the Referral Suite or suspension, depending on the nature of the truancy. We consider a student 'truant' if they are choosing to not be in the right place at the right time. Eg this could be their timetabled lesson, line-up, prep or choosing to delay their attendance at the Referral Suite when sent by a member of staff.

## **Part 4: Homework**

### **Expectations**

All students are expected to complete their homework.

### **Application**

All students must learn to take responsibility for their learning outside the lesson. Successful completion of homework requires:

- Understanding it when set
- Completing the piece of work set
- Handing it in on time

Part of this responsibility is for students to learn to manage their time, ask questions in advance of due dates, communicate effectively and proactively with their teachers and ensure they are organised in their learning.

### **Failure to comply**

Where homework has not been completed the student will sit a one-hour detention on a Friday after school, 3.15pm – 4.15pm.

- The teacher will issue a homework detention using SIMS
- This detention will be communicated to parents/carers by the Referral Suite team.

- At close of play on Wednesday, the Referral Suite team collates the names of those in detention that week and communicates this to the relevant parties.
- It is the responsibility of the student to see the member of staff who set the detention if they have *any questions* about their detention. This must be done *before the detention starts on the Friday*.
- If a student fails to attend the scheduled Friday detention, they will be placed in the referral classroom during the following week for one full day.
- If a student fails the homework detention due to poor behaviour, they will be placed in the referral classroom during the following week for one full day.
- Students who repeatedly fail to complete homework will be encouraged to take advantage of the support available.

## **Part 5: Mobile Communication Devices (Phones / Tablets etc)**

### **Expectation**

We recognise that mobile devices may be needed for the journey to and from school each day. Having arrived on the school premises however, all phones and devices will need to be switched off and kept out of sight in the student's school bag (not in a pocket), together with any headphones.

### **Failure to comply**

- If a phone/tablet is seen during lesson time or around the school between the hours of 8.45am and 3.15pm, it will be confiscated and the student can collect it at the end of the school day from the main school reception.
- On the second occasion parents/carers will be asked to collect it from school at the end of the school day.
- The same applies to headphones. Headphones are not to be visible and must be placed in bags during the school day.
- If a student refuses to hand their phone or headphones over, they will be sent to referral for a period of one working day.
- If a repeat confiscation occurs then it is likely that the student will have to hand their phone / headphones in to reception every day.

Students who have their phone confiscated will also be issued with a Behaviour Point

There may be occasions when a member staff requires students to use a mobile phone as part of a learning activity etc. Students will then be expected to switch their phone back off and put it away in their bag once again.

There may also be occasions when a student needs to contact home in case of emergency. We can help them with this. They should report to their HOY or Student Support Services where the school can make the call on their behalf. A student using their own phone is not allowed during the school day. Doing so often undermines the smooth running of the school. A student using their phone in this way will have their phone confiscated as above. If this behaviour is repeated, the student will be placed in the Referral Suite for one school day.

## **Part 6: Smoking**

### **Expectation**

No student will smoke or vape on the Severn Vale School grounds or when dressed in the uniform of our school.

### **Failure to comply**

If a student smokes, vapes or chooses to associate with these activities the consequences will be as outlined below:

- Smoking, vaping, associating with smokers or being found in the possession of smoking or vaping paraphernalia will lead to a day in the referral suite.
- Refusal to hand over smoking or vaping paraphernalia when asked will lead to a suspension
- All paraphernalia will be disposed of by the school.

## **Part 7: Uniform**

Please refer to Appendix B for a full list of Severn Vale School Uniform expectations.

Students are expected to arrive at school in full school uniform. Where they do not have the correct uniform, the student should report to the Student Support Office where they can receive the correct uniform for the day (where possible). Repeatedly having to be issued with uniform in this way will result in a Behaviour Point.

Students who choose to wear uniform incorrectly will be issued a Behaviour Point.

Students will have non-regulation jewellery confiscated for a period of one week as well as receiving a Behaviour Point

Serious infringements of uniform policy i.e. unnatural hair colour, facial piercings, false nails, or simply not wearing the correct uniform repeatedly etc. will result in a student being placed in Referral until the issue has been rectified.

Special dispensation for uniform for medical reasons will only be granted on the receipt of a medical note written by a professional on headed paper.

Reasonable adjustments to the application of elements of this policy for students with specific SEN will be made. This will follow consultation with the SENDCo and will be incorporated into the student's SEN documentation / plans.

## **Bike Helmets**

Bike helmets are compulsory for students travelling to and from school by bicycle or scooter. They will be checked upon entry to and exit from school. This applies whether students choose to walk or ride.

Where a student rides to school without a helmet, they will be spoken to by a member of staff and the HOY will be informed so that they can communicate home. Repeatedly arriving to school without a helmet will result in a day in referral and the possibility of a cycling ban.

At no time will a student be allowed to ride or walk a bike or scooter without a helmet in the sight of a member of staff without being challenged. Should any request be ignored, students will be placed in the referral classroom for one school day.

## **Part 8: Extra-curricular opportunities, School trips and the 'No-go' list**

We know that the vast majority of students choose to meet our high expectations almost all of the time. We also know that we want all of our students to attend the many activities, trips and events that we offer at Severn Vale School. However, we also believe that, if a student is choosing not to meet our expectations regularly, then they should not be allowed to participate in these activities. This will be, in part, due to the fact that poor behaviour could endanger themselves or others when taking part in the activity/trip/event. It is largely, in part, due to students deserving to attend these events, or indeed not deserving to.

Therefore, towards the end of every term, we will collate the behaviour data for the previous two terms. Those students who have repeatedly chosen not to meet our school expectations will find themselves on the 'no-go' list. Whilst on the list, the student will *not* be invited to take part in a new activity/trip/event, and any activity/trip/event that they are currently due to be part of will be re-evaluated (with the likelihood that they will be removed).

In addition to this, the pastoral and senior teams reserve the right to withhold a place on an activity/trip/event to a student who is not on the 'no-go' list as a result of significant behaviour concerns that may fall outside of the system outlined above.

Students who need to take part in a 'Curricular' visit due it being a direct part of their course will most likely be allowed to attend even if they are on the 'no-go' list. For example, the GCSE Geography field visit which is directly linked to part of the GCSE Geography exam.

Finally, even where a student is not on the 'no-go' list, if they are repeatedly (or significantly) failing to comply with school expectations they may have these opportunities removed for an appropriate period of time.

Any student whose behaviour is felt might endanger the smooth running of the trip, or the safety of themselves or others, will not be allowed to attend (including curricular trips such as the Geography field visit)

## **Part 9: Additional Notes**

### **"Red Lines"**

There are some "red lines" that we will not tolerate any students crossing. If they do, it is highly likely that they will be receive the sanction indicated below:

#### Permanent Exclusion:

An indicative but non-exhaustive list would include:

- Swearing / defiance directed towards the Headteacher
- Bringing recreational drugs into school (including alcohol)
- A weapon of any sort including pen knives and BB guns
- Persistent bullying
- Persistent disruption of lessons
- A physical assault of a member of staff

#### Suspension from school

An indicative but non-exhaustive list would include:

- Swearing / defiance directed towards a member of school staff
- Multiple C3s
- Refusal to go into the referral suite
- Walking out of referral suite
- Repeatedly failing expectations in the referral suite
- Committing a hate crime against another student
- Serious level fighting

#### C4: A period of time in the referral suite

An indicative but non-exhaustive list would include:

- Truancy
- Defiance
- Refusal to wear a bike helmet or not bringing a bike helmet to school following a warning to do so (see above)
- Prejudicial or discriminatory language
- Smoking, vaping or bringing smoking paraphernalia into school
- Serious infringement of the uniform guide including those related to hair, nails and jewelry etc. (see above and Appendix A)
- Bringing the school into disrepute
- Low level fighting
- Damage to school property / graffiti

**Continued failure to follow our systems in referral will result in alternative provision being considered following a meeting with the Headteacher.**

### **Malicious Allegations**

Where a student makes an accusation against a member of staff and that accusation is shown to have been malicious, the headteacher will discipline the student on a case-by-case basis depending on the nature of the malicious allegation. This may include any consequence up to and including permanent exclusion. The headteacher will also consider the pastoral needs of staff accused of any misconduct

### **Students who have an Educational Health Care Plan**

Students who have an Educational Health Care Plan, identified additional needs or disability will also be expected to follow the school's behaviour policy. However, reasonable adjustments may be made for some individuals whose needs may place them at a substantial disadvantage. Any such students will be assessed on a case-by-case basis. Guidance from the school's SENDCo and appropriate external agencies working with the student will be sought where necessary.

Where a reasonable adjustment to the school's behaviour policy is deemed appropriate, staff will be notified of and/or trained on the student's needs and the reasonable adjustment(s) required.

### **References:**

This policy should be read in conjunction with:

- The Anti-Bullying and Conflict Resolution Policy
- The Searching, Screening and Confiscation Policy and Procedure
- Behaviour and Discipline in Schools (Department for Education)
- Exclusion from Maintained Schools, Academies and Student Referral Units in England (Department for Education)

## **APPENDIX A: The Referral Suite**

The Referral Suite is made up of the Referral Classroom, the Reflection Classroom and the Referral Suite Office.

### **The Referral Classroom**

Students who are sent to the Referral Classroom (as outlined in the Behaviour Policy) will be expected to work and behave effectively for one school day. The Referral Classroom consists of the following:

- Each student will be given a workbook to complete evidence of their daily work
- Each student will be given a laptop and headphones with which to access online learning lessons in a variety of subjects
- Each student will be expected to hand in their phones at the start of each day
- Each lesson, the Referral Classroom staff will award a student with a 'P'ass for sufficient work (minimum two sides of work) or a 'F'ail for insufficient work. Where a student fails their work, they will have to complete an additional lesson. Three such 'F'ails will result in the student being removed to the Reflection Classroom for one day and then return to restart their 'failed' day in the Referral Classroom.
- Each lesson, and at break/lunch/toilet break, the referral staff will monitor behaviour. Students are expected to work on their own and in silence. Where a student does not meet the expectations of the Referral staff, they will be issued with warnings and 'F'ails for behaviour (two of each). Where a student 'F'ails twice, they will be removed to the Reflection Classroom for one day and then return to restart their 'failed' day in the Referral Classroom.
- Clearly, where a student fails their day in the Referral Classroom for something more serious (e.g. swearing at a member of Referral staff), further consequences will be put in place.

### **The Reflection Classroom**

Students will be sent to the Reflection Classroom for 'failing' referral or for more serious breaches of the school expectations. Students are likely to spend between 1 and 5 days in the Reflection Classroom depending on the incident. Most students are likely to spend 1 day in the Reflection Classroom if they complete their day successfully.

The Reflection Classroom works in a very similar way to that of the Referral Classroom, with the following differences:

- It is set out with separate 'workstations' as opposed to the classroom layout of the Referral Classroom
- 'F'ailing the day in the Reflection Classroom will lead to:
  - Repeated days in the Referral Classroom
  - Suspension and returning to complete successful days in the Reflection and/or Referral Classrooms
- Repeatedly 'f'ailing the Reflection Classroom expectations will lead to students being placed in Alternative Provision education for a period of time. Parents will be informed of this in advance of this sanction being put in place.

Specific 'pathways' through Referral and Reflection can be obtained from our Referral Suite team.

## Appendix B: UNIFORM GUIDE 2023-4

As explained in our Behaviour Policy, students must be in full uniform to attend lessons at Severn Vale School. Failure to adhere to the uniform policy will result in a student being placed in Referral until the issue has been rectified. Please note: special dispensation for uniform/jewellery for medical reasons will only be granted on the receipt of a medical note written by a professional on headed paper.

On occasion the leadership team of the school may make minor adjustments to uniform expectations for the benefit of students i.e. in cases of extreme weather or a special occasion. These expectations will be clearly communicated to students in daily line up and by tutors. Students are expected to comply as they would at all other times.

**Uniform** - Students are required to wear:

- A school blazer and school tie
- A plain white work-style shirt, long or short sleeved
- Either tailored black trousers or the school skirt. Trousers should meet the shoes and none of the leg should be visible. Trousers that we consider “Skinny”, “Drainpipe”, “Ankle hugging” and “Leggings” are not acceptable school wear (\* see overleaf for further advice/links)
- Plain black shoes. Boots are not acceptable.



- Socks/Tights – plain black or grey socks or tights. Socks should not be higher than knee length. Socks should cover the ankle. Trainer liners are not acceptable socks for school
- A V-necked jumper, to be worn under the blazer, is available from our school uniform supplier – this is optional.
- An outside waterproof coat can be worn to and from school and during break and lunchtime during cold/wet weather (No hoodies, denim or leather jackets).

***If you are in any doubt about the suitability of an item of uniform, please check in advance with the school before purchasing.***

**Jewelry** - The only jewelry which is acceptable is a wristwatch and one pair of small plain gold or silver stud earrings worn in the earlobes. Any other form of jewelry is not allowed. Severn Vale School does not allow facial piercings of any kind, including transparent piercing retainers. **Please note that students who have piercings during the holidays will be required to remove them before returning to school.**

**Hair** - No extreme hairstyle or dyed hair of an unnatural colour is allowed. The school's decision on what is extreme is final. This includes tramlines, Mohican, or skinhead-type styles. Male and female students with long hair must tie it back for PE, Technology and Science lessons.

**Nails** – Nail polish and false nails are not permitted. Students who have false nails put in place during the holidays will need to have them removed before they return to school

**Make-Up** – Make-up that is deemed excessive is not allowed at school. This includes: coloured lipstick, mascara, eye shadow, brow liner and false eyelashes.

**Equipment** - For your child to have full access to the curriculum they will need as a minimum the following:

- Pencil Case
- Pencil sharpener
- Set of coloured pencils
- Protractor
- Two black or blue pens
- Rubber
- Reading book
- Scientific calculator – ideally a Casio FX83 or FX85
- Two sharp pencils
- Ruler
- Water bottle - reusable

**Bike Helmets** – Bike helmets are compulsory for students travelling to and from school by bicycle or scooter. They will be checked upon entry to and exit from school. This applies whether students choose to walk or ride their bicycle/scooter.

**Further help with suitable trousers:**

M&S Slim leg school trousers (they also do skinny leg version... avoid these)

[https://www.marksandspencer.com/girls-slim-leg-slim-fit-trousers/p/clp60452594#intid=pid\\_pg1pip25g4r3c1](https://www.marksandspencer.com/girls-slim-leg-slim-fit-trousers/p/clp60452594#intid=pid_pg1pip25g4r3c1)

New Look straight leg school trousers

[https://www.newlook.com/uk/girls/girls-clothing/girls-trousers/girls-black-straight-leg-adjustable-waist-school-trousers/p/863968101?extcam=UK\\_PPC\\_PLA\\_Generics\\_915\\_Google\\_DV\\_c\\_AGID\\_148677871804\\_PRID\\_8639701&cclid=Google\\_EAlaIQobChMloOiE1anm\\_wIVj8btCh0YYg4IEAQYASABEgJNCfD\\_BwE&gclid=EAlaIQobChMloOiE1anm\\_wIVj8btCh0YYg4IEAQYASABEgJNCfD\\_BwE](https://www.newlook.com/uk/girls/girls-clothing/girls-trousers/girls-black-straight-leg-adjustable-waist-school-trousers/p/863968101?extcam=UK_PPC_PLA_Generics_915_Google_DV_c_AGID_148677871804_PRID_8639701&cclid=Google_EAlaIQobChMloOiE1anm_wIVj8btCh0YYg4IEAQYASABEgJNCfD_BwE&gclid=EAlaIQobChMloOiE1anm_wIVj8btCh0YYg4IEAQYASABEgJNCfD_BwE)

Monkhouse slim fit school trousers

<https://www.monkhouse.com/essentials/girls/girls-trousers>

Matalan slim fit school trousers

<https://www.matalan.co.uk/childrens-clothing/girls-black-slim-fit-school-trousers-3-16yrs/14515570.html>

ASDA slim leg school trousers (2 pairs for £8)

[https://direct.asda.com/george/school/trousers/girls-black-slim-leg-school-trousers-2-pack/GEM937117\\_default.pd.html?cgid=D10M2G1C21](https://direct.asda.com/george/school/trousers/girls-black-slim-leg-school-trousers-2-pack/GEM937117_default.pd.html?cgid=D10M2G1C21)