

Early Years Assessment Centre
Eastmoor Road
Eastmoor
WF1 3SQ

Spinney Centre
Common Road
South Kirkby
WF9 3EA

Forest Wood Centre
Painthorpe Lane
Crigglistone
WF4 3HW

Thornes Centre
Lawfield Lane
Wakefield
WF2 8ST

**Pinderfields
Hospital PRU**
01924 298351



Hospital tuition
Children's Ward
Pinderfields Hospital
Wakefield WF1 4DG
01924 541947

Woodlands Centre
College Grove
Castleford
WF10 5NS

Limes Centre
Long Causeway
Stanley
WF3 4JB

Wrenthorpe Centre
Imperial Avenue
Wrenthorpe
WF2 0LW

Behaviour Policy 2025-26

Chair of Management Committee
Signed

MISSION STATEMENT

At Pinderfields Hospital PRU we will:

- Encourage honesty, respect and trust
- Exercise discipline and self-control
- Feel safe, secure and happy in the school environment
- Develop our confidence and self-image to allow us to achieve our potential
- Ensure everyone is important and valued
- Promote healthy lifestyles
- Encourage understanding and acceptance of individual needs
- Offer continued support for a smooth transition to the next provision



OFSTED 2023 Overall Judgment = GOOD

Leadership & Management = Outstanding
Behaviour & Safety of Pupils = Outstanding
Achievement of Pupils = Good
Quality of Teaching = Good

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MANAGEMENT COMMITTEE'S STATEMENT OF GENERAL PRINCIPLES WITH REGARD TO BEHAVIOUR

Rationale and Purpose

This Statement has been drawn up in accordance with the Education and Inspections Act, 2006, and DfE guidance (Behaviour and Discipline in PRUs, Feb 2014)

The purpose of the Statement is to provide guidance for the headteacher in drawing up the PRU's Behaviour Policy so that it reflects the shared aspirations and beliefs of the Management Committee members, staff and parents for the students in the PRU as well as taking full account of law and guidance on behaviour matters. It is intended to help all PRU staff to be aware of and understand the extent of their powers in respect of discipline and sanctions and how to use them. Staff should be confident that they have the Management Committee members' support when following this guidance.

This is a statement of principles, not practice: it is the responsibility of the headteacher to draw up the PRU's behaviour policy, though they must take account of these principles when formulating this. The headteacher is also asked to take account of the guidance in the DfE publication "Behaviour and Discipline in Schools: a guide for head teachers and school staff"

The Behaviour Policy must be publicised, in writing, to staff, parents/carers and students at least once a year

Principles

The Management Committee of Pinderfields Hospital Pupil Referral Unit strongly believe that high standards of behaviour lie at the heart of a successful PRU that enables

- a. all students to make the best possible progress in all aspects of their PRU life and work
- b. all staff to be able to teach and promote good learning without undue interruption or harassment

All students and staff have the right to feel safe at all times in PRU. There should be mutual respect between staff and students and between students. All visitors to the PRU should feel safe and free from the effects of poor behaviour at all times and in all parts of the PRU. However, it is acknowledged that students with a medical condition do have associated behaviours which may impact upon others.

All members of the PRU community should be free from discrimination of any sort (as laid down in the Equality Act, 2010). To this end the PRU must have a clear and comprehensive Anti-bullying Policy that is known and understood by all, consistently applied and monitored for its effectiveness. Measures to protect students from bullying and discrimination as a result of gender, race, ability, sexual orientation or background should be clearly set out and regularly monitored for their effective implementation

The PRU's legal duties under the Equality Act, 2010 in respect of safeguarding, students with Special Educational Needs and all vulnerable students should be set out in the Behaviour Policy and made known to all staff. Parents/carers should be encouraged and helped to support their children's education, just as the students should be helped to understand their responsibilities during their time at the PRU. The responsibilities of students, parents/carers and PRU staff with respect to students' behaviour must be outlined in the 'Home PRU Agreement' which students and parents/carers must be asked to sign when a student joins the PRU

The Management Committee members expect the rules to be consistently applied by all staff and regularly monitored for their effectiveness

Management Committee members would like to see a range of rewards consistently and fairly applied using the Attitudes to Learning scheme in such a way as to encourage and reward good behaviour in the classroom and elsewhere. These should be made clear in the Behaviour Policy and regularly monitored for their consistent, fair application and effectiveness

Sanctions for unacceptable/poor behaviour and unique individual student behaviours should be known and understood by all staff and students and consistently applied. The full range of sanctions should be clearly described in the Behaviour Policy so that students, staff and parents can understand how and when these are applied. The Management Committee members strongly feel that exclusions, particularly those that are permanent, must be used only as a very last resort. 'Unofficial' exclusions are illegal and so must be avoided. The headteacher may inform the police, as appropriate, if there is evidence of a criminal act or if he fears that one may take place e.g. if illegal drugs are discovered during a search; cyber-bullying; criminal harassment. Sanctions should be monitored for their proper use and effective impact

The Behaviour Policy should set out the disciplinary action that will be taken against students who are found to have made malicious accusations against PRU staff. Management Committee members expect the head teacher to draw on the advice in Dealing with Allegations of Abuse against Teachers and other staff guidance document when setting out the pastoral support that PRU staff should expect to receive if they are accused of misusing their powers. Staff so accused should not be automatically suspended pending an investigation

The Management Committee members expect the head teacher to include the following in the Behaviour Policy:

- a. Screening and searching students
- b. Management Committee members would expect a core group of staff, on each site, to be trained in the use of reasonable force and restraint
- c. The power to discipline outside the PRU gates: disciplining beyond the PRU gates covers the PRU's response to all non-criminal bad behaviour and bullying that occurs anywhere off the PRU premises.

The Management Committee must be satisfied, in all situations arising, that the measures proposed by the head teacher are lawful and that staff and students know that sanctions can be applied in these circumstances.

Review

This Statement of Principles will be reviewed annually, or as necessary. The PRU Behaviour and Attendance and Anti-Bullying Policy will be reviewed and shared with the Management Committee members annually.

Behaviour Policy

Everyone in our PRU is valued equally

Everyone should be treated with respect and consideration and show consideration and respect for others as agreed in the Community Charter.

All learners are entitled to:

- their needs being recognised and addressed
- a broad and balanced curriculum
- the opportunity to achieve their full potential
- an uninterrupted education
- national assessment
- experience success

We work with young people, parents, carers and other professionals to enable access to these entitlements. We hope everyone will be happy here and learn through a range of experiences in a caring and secure atmosphere where both effort and achievement are encouraged and praised.

We recognise problems may occur where young people, even the youngest children, are learning and testing the boundaries of acceptable behaviour.

Our success as a PRU is measured not by the absence of problems, but by how we deal with them.

Behavioural expectations are agreed and is discussed with both student and parent/carer on home visit and the transition visits to school. The Charter is displayed in the communal area and in classrooms.

A student friendly, positively worded version of behavioural expectations is included in the Parent Pack (Behaviour Agreement – see attached). Students are required to agree and sign this agreement before admission. The agreement is reviewed with students and staff at the beginning and, as necessary, throughout the academic year.

At the Wrenthorpe Centre parents are asked to agree and sign the Home-School Agreement and are discouraged from texting their child during the school day. The landline at reception can be used if a parent needs to contact their child and, with permission, can also be used by students should they need to contact parents.

At Early Years Assessment Centre (EYAC), Limes, Woodlands, Thornes and Forest Wood and The Spinney, parents are kept informed of any incidents either verbally or via the home school book. Strategies employed are shared with parents/carers, therapists and escorts to ensure a consistent approach.

All students are assigned a Key-worker, who will meet with them at least weekly if appropriate. These views will be logged on Schoolpod. The key worker will obtain Student Views, present them to staff in weekly Pupil Review Meetings and update Staff Views. They will support the SLT/Teacher in charge in updating – Pupil Profile, Individual Education Plan and Individual Behaviour Plan and, if possible, attend the student's review meetings.

On the Wrenthorpe site a half termly Attitude to Learning point score for each subject and an overall score to allow students to see what areas they need to work on and to see progress throughout the year is in place and is linked to the end of year report. An SLT reward system is in place on all sites, where SLT will give out raffle tickets for positive examples of behaviour seen, followed by a termly draw for a reward.

At all centres, the use of rewards is extended to include:

- Postcards home to recognise individual achievements

All members of the PRU community are expected to behave in a responsible manner by showing respect for other people and by being courteous. Minor problems will be dealt with by teaching staff and more serious matters will involve the Senior Leadership Team. If a more difficult situation needs resolving support, advice and guidance will be sought from other agencies as appropriate, these may include: education welfare officer, educational psychologist or therapists. Parents will be informed if their child's behaviour is causing concern and will be expected to work in partnership with PRU staff and other agencies in addressing the issue.

We support the LA Policy and Practice on Physical Contact, by a core group of staff being trained in TEAM TEACH.

The Parent Support Advisor works closely with parents to enable any issues to be supportively and sensitively addressed. Parents may be signposted to the local authority's Special Educational Needs Information Advice & Support Service (SENDIASS).

Some staff are trained in Restorative Practice and this approach may be used informally or formally using a Restorative Practice Conference to facilitate resolution of issues.

Staff are supported to develop their behaviour management skills through Continued Professional Development, coaching and links to other schools.

Behaviour Consequences

Each pupil has their own behaviour plan, which are discussed in review meetings (so parents and other stakeholders are fully aware) and with PHPRU staff and individual strategies identified and implemented.

The following can be used if deemed appropriate:

Quiet warnings within lessons

- If 3 warnings are accrued in P1 &2 - break detention that morning.
- If 3 warnings accrued by the afternoon – break detention next working school day.
- If 3 warnings and a detention are accrued in a morning and then 3 warnings are accrued in afternoon – work in conservatory with SLT next day.
- Warnings will be accrued for:
 - Talking over teachers or students
 - Being off task
 - Refusal to work
 - Disrupting learning
 - Refusal to follow appropriate instructions
 - Directed swearing
 - Defiance
 - Refusal to throw chewing gum away or more chewing gum eaten

Loss of weekly rewards including

- offsite visits, PE and Art, loss of playtime

Working away from peer group with member of SLT

Phone call home from SLT

Break time detentions

Meeting with parents

Fixed term exclusion.

Pupils are expected to complete catch up work for any learning time missed

The parent / carer will be charged the excess if damage to either school property or staff's personal possessions are claimed on the school insurance.

If the student refuses to comply with the consequences, parent/carer will be invited to a meeting to discuss behaviour.

All incidents will be logged on Schoolpod, serious incidents e.g. smoking on school property, vandalism, drug/alcohol, bullying will be recorded on an incident slip within Schoolpod and also referred to Senior Leadership Team directly.

If a student is suspected of having a banned or dangerous item on their person, (knives & weapons, alcohol, illegal drugs, stolen items, fireworks, pornographic images) PHPRU will follow DfE guidance on searching, screening and confiscation (2014) and Use of Reasonable Force (2013). The student will be interviewed and/or searched in a quiet but visible area of school, in the presence of 2 members of staff (ideally including one-member Senior Leadership Team with another member of staff ensuring one of the adults is the same gender as the child), and they will be asked to empty their pockets, bags and clothing. Any banned or dangerous item found will be confiscated and the appropriate authorities and parents/carers informed.

If the student refuses to comply to the search, parents/carers and police will be contacted and invited into school. The student will remain in isolation until they arrive.

If the student refuses to remain on site, the parents/carers and police will be informed.

Incident slips are logged centrally on Schoolpod, it is ensured that any sanctions are agreed and acted upon consistently. Sanctions will vary according to the student and the behaviour causing concern.

Information related to safeguarding issues is acted upon and stored securely by the Headteacher.

Use of Physical Restraint – All sites

Specific staff are trained in TeamTeach therefore, de-escalation techniques are always expected to be carried out first, which usually means that no physical interaction is necessary or required. The next stage is to remove the class/other children away from the aggressor so they become isolated/contained. Only if behaviours mean that the child or other children are in danger of injury will physical restraint be used.

All staff are aware of specific children where restraint is advised not to be used, due to the child's size.

At any time that physical restraint is used, it will be recorded in the numbered book and on Schoolpod with both SLT and parents being informed.

Attendance

Pinderfields Hospital PRU recognises some of our students, prior to entry, have very low attendance levels. We therefore work with students and parents/carers to facilitate a transition timetable, which allows attendance success to raise confidence, which in turn leads eventually to full timetable attendance.

We:

- recognise that attendance is a significant success criterion for many of our students
- seek to actively involve students, parents and other agencies in maintaining attendance
- report levels of attendance to the Management Committee, parents and the Educational Welfare Service

Registers maintained:

- Early Years Assessment Centre – marked each session
- Other sites- marked 09.00 and 13.00 – register closed at 09.30 and 13.30. Late arrivals report to reception
- In-patients – updated each day from class record of students taught.
- Off-site tuition students – tutors telephone and text PHPRU to confirm attendance and this is transferred to the register by reception staff at the Wrenthorpe Centre

All registers are entered on the electronic 'Schoolpod' system daily and the Educational Welfare Officers have access to this system.

DATA protection

All registers are locked away at the end of each day. Registers from previous years are archived and stored securely.

Patterns of attendance are agreed with the student and parents/carers prior to admission, revised regularly and written into individual plans

- The Home-School agreement requires parents to ensure attendance. They are asked to notify absences by telephone. All messages are recorded on Schoolpod, so that this information is available to all staff. If no message has been received, by close of register, PRU staff will phone home on each day of absence.
- The Educational Welfare Officer of the student's usual school is informed of any concerns and these are followed up appropriately e.g. joint home visits

- o Formal register checks take place each half-term.
- o Any periods of absence within PRU term must have approval beforehand from the head teacher
- o Most students are dually registered with their usual school at The Wrenthorpe Centre
- o Phased reintegration plans – relevant forms are completed and forwarded to the local authority
- o If all strategies to maintain attendance are unsuccessful a review meeting will be convened to determine the appropriate course of action
- o Attendance levels will be discussed regularly with students by the keyworker and reported on interim and summative reports

Home and School

We ask parents to:

- complete a parent pack to give us information about their child and contact details before admission
- inform us of any change of address, home and emergency telephone numbers
- inform us of any medication or change in medication or medical condition
- share with us anything that may be affecting their child's education or behaviour
- ensure their child attends regularly and in the case of any absences inform the PRU and L.A. transport. All children attending PHPRU have a medical condition, so there are inevitably going to be absences but we ask parents to keep us well informed by telephoning before 9am. This is essential to keep our records in order and adhere to the law. If no telephone call has been received PHPRU, EYAC and FW staff will contact home
- give early notification of any medical appointments or time needed for family commitments. Holidays should not be taken in term time, however as there may be exceptional circumstances, due to medical need, a form requesting the head teacher's permission for holidays at other times is available on request
- allow and encourage their child to take part in educational visits and residentials
- encourage their child to complete homework
- refrain from contacting their child on his/her mobile phone and to use the PRU landline
- attend meetings to discuss the progress and future of their child

Parents are always welcome to visit us or speak to us on the telephone, if they wish to see a member of staff, an appointment can easily be made.