



ALLEYN COURT  
PREPARATORY SCHOOL

# Good Behaviour Policy

**This is a whole school policy which applies to all sections of the school, including the EYFS.**

**This policy can be found on the school website and is available on request, from the school office**

Compiled by; P. Hart  
Updated by; SLT  
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Approved by; R. Snow & G. Reeder  
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## **ALLEYN COURT PREPARATORY SCHOOL**

### **GOOD BEHAVIOUR POLICY INTRODUCTION**

*The aim of this policy is to promote good behaviour and respect within the school, explicitly stating the standards expected from children and what reward and sanction systems are in place. It supports the school to achieve its aims;*

## **MISSION STATEMENT**

### **Our Core Purpose**

To educate children up to the age of eleven years old to be **Curious, Courageous** and **Compassionate**.

### **Our Ethos**

Childhood, at its best, is an **exciting and wondrous adventure, where learning is present at every opportunity**.

We aim to make it so.

### **Alley Court Preparatory School aims to:**

- provide a first-class education through an environment that promotes curiosity, creativity, wonder and a love of learning;
- use a broad, rich and stimulating curriculum to inspire each child to attain the highest levels of academic, physical, artistic, and social endeavour, through understanding that sustained effort, reflection and diligence will always enhance results;
- ensure children are best prepared for whatever expectations they encounter when they move to their chosen secondary education;
- instil a passion to pursue dreams to fruition and the skills to contribute to a world of rapidly changing opportunities and technologies;
- establish and maintain high personal morals in line with British Values and the Christian foundation of the school.

The school motto is as relevant today as it was when the school was founded in 1904;

**Non progredi est regredi** – *Not to go forward is to go backwards*

*Alley Court School acknowledges its legal duty under the Equality Act 2010, in respect of safeguarding and in respect of pupils with special educational needs.*

Whilst the Good Behaviour Policy focusses on the broad educational aim of developing appropriate behaviour in children, the School Rules contained within the policy, set out the specific regulations and expectations required of children at Alleyn Court Prep School.

## **THE SCHOOL RULES**

### Introduction

These School Rules, which embody the school's ethos, apply to all pupils when they are on School premises; in the care of the school; wearing School uniform; otherwise representing the school; away from School premises, or outside School hours. By signing the **Parent Contract**, parents agree to draw the School Rules to the attention of their child and agree that they and their child shall observe and be bound by the School Rules as varied from time to time. The School Rules are an embodiment of various Policies and Guidance that seek to address the complex specifics of behaviour expectation in the school that is not all contained here; The Parent Handbook, The Good Behaviour Policy, the Anti-Bullying Policy, the Safeguarding Policy all add specifics to a general expectation that whilst at Alleyn Court, our children have a lot to learn about how they should behave in different social and academic situations. We aim to support children to learn to make compassionate and courageous decisions and understand their impact on others. Classroom Rules, for example, will change year on year and will also be expected to be adhered to. The overarching rule is that the school expects children to listen carefully to instructions from adults, to respect and adhere to them and to become compassionate and courageous young people.

We choose to simplify these 'rules' under the following easily memorised words, that themselves flow from the very origins of the school's history... We expect our children to be:

*Curious, Courageous and Compassionate*

These form our Golden Rules;

## **The Golden Rules**

### **Be Curious, Courageous and Compassionate**

The Golden Rules, as set out below, are rules we expect pupils to adhere to and they form the rhetoric behind the School Rules. These are the behaviours we expect children at Alleyn Court to develop through the education and example they experience as they grow through the school. Children and staff were consulted in the development of these rules and the language used reflects our desire that the children understand and use the rules themselves.

#### **Be Curious**

**Question everything** – enthusiastically and politely

**Be persistent** – make the most of your time in school and the opportunities to learn more

**Listen to people** – be interested in their opinions and give people time and space to express themselves

**Be reflective** - ask for guidance and support and use it wisely...learn about yourself.

**Be resourceful** – ask yourself how you can solve the problem

#### **Be Courageous**

**Be brave** -in thought and deed

**Be honest** – with yourself and others

**Protect others and their property** – look after those around you

**Speak your mind** - but respect the opinion of others too

**Be resilient** - remember that no one learns the first time; be patient, but expectant

**Work hard** – this takes courage and determination but is rewarding

**Be responsible** – stand by what you know is right; if wrong, own up

#### **Be Compassionate**

**Be gentle-be mindful** - support the wellbeing of others and yourself

**Be organised and punctual** - for the start of the day and each lesson – this will help you relax and concentrate

**Be courteous** – treat others as you would like to be treated

**Be respectful of the environment** – keep our school tidy

**Be respectful of your image** - look smart – be safe

**This policy will apply to children at the school as well as situations where they are off-site representing the school, or on residential/class visits.**

At Alleyn Court we recognise that all behaviour is communication. In caring for children and young people we have a duty to investigate and work to understand any underlying issues that may be the root cause.

A sudden change in behaviour is a clear indication of this and is one of the primary reasons to suggest there may be a safeguarding concern.

It is recognised that some children will have individualised behaviour expectations agreed and documented on Schoolbase Daybook, or through IEPs.

## **Encouraging Good Behaviour**

Good behaviour is always encouraged by staff and is reinforced in lessons using effective strategies for managing behaviour and encouraging pupils to act responsibly.

Teaching and support staff are responsible for setting the tone and context for positive behaviour within the classroom. The whole staff play a vital role in leading by example and encouraging children to behave appropriately by adhering to the Golden Rules.

## **Awards (not including children in the EYFS )**

Positive actions are rewarded with house points and merits for being positive, courteous, helpful and following the Golden Rules

**House Points** can be given to pupils from Year 1-6 which exemplify one or more of the Golden Rules. House points relate to **learning** behaviour and **social** behaviour. In Years 1-3 their totals lead to the awarding of achievement certificates

In addition, **Merit Stickers** are given in Years 4-6 for academic excellence, effort and attainment which are recorded in their homework diaries.

**Certificates** gained for cumulative merits (Y4-6) and house points (Y1-3) are celebrated publicly and presented as a visual display of a child meeting the school's expectations. Bronze, Silver and Gold certificates are presented in weekly assemblies and Platinum ones are saved and presented at the final assembly of each year.

Academic behaviour (Learning Behaviour) is celebrated at the end of each term with the awarding of Progress Badges in each curriculum area celebrating the child who has made most progress in that subject in each class/year group.

Achievement Badges (stars) are awarded to each child who scores highest in each class in the subjects of English and Mathematics.

One child from each class is awarded a Good Citizenship shield to celebrate their adherence to the Golden Rules.

## **Sanctions & Consequences**

The school may use one or more of the following sanctions in response to behaviour not representative of the Golden Rules

- A verbal reprimand

- Reflective discussions with a member of staff
- In group situations, restorative practice is used
- A sanction recorded (a warning system that may lead to a consequence)
- Expecting unfinished work to be completed at break or lunch time (or at home in consultation with parents)
- Referring the pupil to a senior member of staff for a reflective discussion
- Consequences and detentions of increasing length up to and including a 45-minute detention after school in consultation with parents

Records of behavioural incidents are recorded in the Day Book on the school's Schoolbase management system (MIS).

In extreme, one-off, circumstances and cases of persistent or significant misbehaviour, an internal suspension, short exclusion or permanent exclusion from school may be considered. Full details of the "Removal and Expulsion of a Child" are given in the final section of this policy.

### **Pre-Prep EYFS**

Positive behaviour according to the school's Golden Rules is identified, encouraged, celebrated, and re-enforced through praise, stickers, and stamps.

Each class has a behaviour chart, where each child's name peg starts the day in the section labelled 'Ready to Learn'. Children's actions are viewed as good and wrong choices. Positive behaviour is moved to good choices whereas unacceptable behaviour moves their name down to 'wrong choices'. Both good and wrong choices are discussed with the child to reinforce positive behaviour.

Behaviour not representative of the Golden Rules is handled in a calm manner and with the age/stage of the child in mind. On occasions, children may be redirected to distract and refocus them in a positive manner. Teachers always explain to the child why they were removed from the situation and expect children to acknowledge their behaviour.

### **Pre-Prep Years 1&2**

Staff and children will build on the use of 'good and wrong choices' in Year 1 and 2. Teachers and LSAs will explain to the children why they have been given a warning (sanction) which is recorded in a teacher held behavioural chart.

### **Prep School**

A sanction (warning system) is intended as a yellow/red card notice to give children a caution and time to reflect and remedy the errors of their way rather than as a direct punishment. It also prepares the older children for the expectations of secondary schools.

In **Year 3**, the form teacher keeps a behavioural chart (not displayed) where they record a pupil's sanction which, if given, may add up to a series of greater consequences.

In **Years 4-6**, pupils maintain a personal record of their sanctions which teachers record in their homework diaries. Sanctions are divided into anti-social behavioural sanctions or organisational sanctions which are recorded in two separate sections of their diaries. Further details of these systems are explained in the homework diaries.

While your child remains a pupil of the school, we undertake to exercise reasonable skill and care in respect of his or her education and welfare. This obligation will apply during school hours and at other times when your child is permitted to be on school premises or is participating in activities organised by the school. The school cannot accept any responsibility for the welfare of pupils while off the school premises unless they are taking part in a school activity or otherwise under the supervision of a member of the school staff.

### **School-Related Activities, including Off-Site Trips and Visits**

Pupils must adhere to the School Rules, Behaviour Policy and Regulations for Trips and Visits at all times and conduct themselves in an exemplary manner. Children in uniform are always a reflection on the school and should always look smart and be well behaved. The school will admonish a child who is deemed to bring the school's reputation into question through their behaviour beyond the school, at the headteacher's discretion.

### **Property**

Children are encouraged from the start to be responsible for their own and others' possessions and to respect School equipment. Toys, balls and other personal items brought into school, may be confiscated if the use of them is considered dangerous to themselves or others, or they are not being used in a manner conducive with these rules. All pupils must respect the school's property and environment and vandalism of any kind, graffiti and littering are not tolerated anywhere.

### **Mobile telephones/internet related devices/valuables**

The school does not accept any responsibility for damage or loss to the personal possessions of pupils. If an item of value is left for safekeeping in the school office the school's insurance cover is limited to £250 with a £50 excess.

Mobile telephones and other devices with internet connectivity of any kind are **not permitted** in school without the express permission and agreement of the headteacher, for reasons of safety such as walking home, which the school must also be notified about. During the day, such items must be left in a named bag in the school office and collected at the end of the day. Failure to adhere to this rule will result in staff members having the right to confiscate any such items if pupils are found with them.

- Mobile phones will not be taken on school trips by children unless specified by the headteacher.
- Year 6 pupils who are travelling to school on their own must hand their phones in to the school office for the duration of the school day.
- Children throughout the school will not be allowed to wear smart watches, Fitbits, or similar digital devices from September 2023.
- Children must not wear tracking devices, or devices that may be used to record conversations, or take/share images.
- Money must always be kept in a purse belt or on the person. Children must not leave money in cloakroom areas. If for any reason pupils have to bring a large sum of money, they should hand it to the school office for safe keeping.
- No knives of any sort, or anything which may be deemed an offensive weapon, may be brought to school.

### **Leaving School Premises**

Pupils may not leave the premises during the school day without the express permission of the Headteacher of the School. Pupils must be signed in and out of the School at the School Office by the escorting adult.

## **Religious Observance**

Pupils attend an annual Carol Service at St Augustine's Church on the last day of the Autumn Term. There are also assemblies conducted by the Chaplain, held once a term at the school, which have a Christian ethos. Attendance at these services is compulsory recognising the broadly Christian ethos of the school foundation and the state, except for pupils whose parents, for religious reasons, have the Headteacher's permission for the pupil to be exempted. Parents seeking such exemption should apply in writing to the Headteacher, stating their reasons. Assemblies are for the most part secular in nature, with a moral element based on one of our Golden Rules and/or British Values, running through them.

## **Uniform and Personal Appearance**

**Hair Styles** - There must be no extreme hairstyles and hair must be natural in colour. Hair (girls and boys) should be tied back if it sits on the shoulder or is longer. Hair fasteners (bobbles, slides etc) must be navy blue or pink and of a plain design. If the hair falls forward into your child's eyes, a hair band in the recommended colours is also needed. If these rules are infringed, pupils are likely to be sent home until a satisfactory style of hair is adopted.

Uniform Regulations may be amended from time to time. Current uniform lists are available on the school website, in the Parent Handbook, or on application to the school office.

The school uniform must always be worn smartly on the school premises or when representing the school unless specific permission is given. In all cases the Headteacher will be the final arbiter of suitable dress and appearance. If these regulations are infringed, pupils are likely to be sent home until a satisfactory style of appearance is adopted.

It is essential that all clothes worn at school by pupils should be clearly marked with name and initials. This also includes bags and any games equipment.

## **Watches and Jewellery**

Watches (preferably analogue) must be clearly marked with the owner's name

No jewellery is to be worn to School. (Religious jewellery will be an exception with permission from the headteacher)

Pierced ears for the children are discouraged at the School but if your child has pierced ears then only plain silver, or gold studs are allowed. These must be removed before any PE/Sports lesson. Where this is not possible by the child themselves, earrings must be removed before coming to school on days where your child has PE/Sport. If you are planning on getting your child's ears pierced, please do this in the first week of the summer holiday, to allow their ears to heal appropriately before the Autumn term starts.

## **ARRANGEMENTS FOR EXCLUSION**

The school's Good Behaviour Policy and the Exclusion Policy (available on the school's website, or by request from the school office), set out the expectations of behaviour and the possible implications of repeated misconduct as well as the various procedures and times involved. For serious breaches of the school rules there are three types of 'exclusion' available; Internal Exclusion (isolation from other children within the school; normally for a day), Temporary, or Fixed-Term Exclusion (excluded from the school site and all school activities for an agreed period) and Permanent Exclusion. The Admissions Policy states;

*If a child's behaviour is not in accordance with the school rules and there are repeated indiscretions of any sort and it is found that internal sanctions have had no effect in changing this behaviour, the Headteacher may invoke a period of exclusion.*

*For persistent misbehaviour or occasions of gross misbehaviour, the Headteacher has the right to exclude a child permanently. Parents will have the right of appeal for such a decision and must put this in writing to the Chair of the Trust.*



The following list is not exhaustive or exclusive but provides an indication of the sort of behaviour or offence that the school would consider serious enough to merit consideration of a temporary or permanent exclusion from School:

1. Theft;
2. Bullying;
3. Physical assault/ threatening behaviour;
4. Fighting;
5. Sexual harassment;
6. Racist or sexist abuse;
7. Sexual misconduct;
8. Damage to property;
9. Persistent disruptive behaviour, and
10. Any conduct that significantly harms the reputation of the school.

Such incidents are recorded on the Serious Disciplinary Log.

The decision to permanently exclude a pupil from School is a very serious one. It is only made after a thorough investigation has been undertaken all the evidence has been considered and other options have been exhausted. This extreme sanction may be applied after a serious breach of the school Rules. It may also be considered as a last resort in response to a history of behaviour such that allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others in the School. This may include: persistent disruptive behaviour; an unsatisfactory attitude and commitment to learning or academic progress; or a pattern of poor attendance.

Where a pupil is at risk of permanent exclusion, the option of a voluntary managed move to another institution could be considered. In reaching the decision to permanently exclude, the Headteacher will review the evidence available, including mitigating and aggravating factors relating to the incident, medical or SEN considerations, the academic, co-curricular and disciplinary record of the pupil concerned, representations of senior pastoral staff and a meeting with the pupils and his/her parents. Parents should refer to the School's Terms and Conditions, set out above for details for the financial implications of exclusion.

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## **Contacting Parents**

Parents will not be automatically contacted in every case where misdemeanours have occurred as we are encouraging children to become responsible for their own behaviour which requires self-reflection, independence, courage and compassion.

The school will contact parents should we deem it necessary. This may occur as part of an ongoing conversation around the behaviour of a child or in support of a particular incident.

The school recognises that a sudden change in behaviour may communicate that there is a need to investigate, and parents would be contacted. Likewise, parents should contact the school if they notice any change in behaviour in their child. In order for the school to be proactive in supporting children, changes at home or within the family that might impact on your child's wellbeing and behaviour should be shared.

## **Relationships with Peers**

At Alleyn Court we believe it is the right of each pupil to experience a happy, secure environment. The school is a caring school where each pupil should feel secure, valued, and respected for their own

contribution to the life of the school. Any form of physical or verbal abuse of a fellow pupil which could jeopardise this will not be tolerated (child on child abuse). All pupils must be considerate of other pupils of different ages, learning needs or disabilities. Any form of physical violence, bad language or any form of bullying will not be tolerated.

Any 'bullying' incident will be dealt with in the knowledge that we are educating children who have not always developed the concrete understanding of behaviour/right/wrong, that we would expect in older children and adults. The child being bullied and the child responsible will be supported, educated/re-educated, and learn from the situation to work towards becoming Compassionate and Courageous individuals capable of thriving in mixed company at Alleyn Court and beyond. Should there be a false allegation of bullying from one pupil about another pupil, this will be thoroughly investigated to find out the reasons, as it may be a 'cry for help', and appropriate support will be given.

The PSHE curriculum covers the explicit teaching of Relationships Education across the school's spiral curriculum and includes how to be compassionate towards those who might be different to you due to their gender and/or other protected characteristics. The school curriculum encourages children to develop respect for others. Staff and parents are expected to role-model these behaviours.

There are occasions when there will be disagreements between children, when they can be quite unpleasant to each other. These one-off incidents need to be seen and dealt with as just that, a one-off situation which is taken seriously and supported as part of the children's social learning but is not called bullying or referred to as bullying. (Anti-Bullying Policy). It must be noted that such an event would be recorded on Schoolbase, and this enables the school to see any patterns of behaviour and to ensure a single instance does not become the first in a series of such behaviour.

Radicalised behaviour resulting from prejudiced and extremist doctrines will be assessed and dealt with through reference to the expectations of the Prevent Duty (2021). The school works hard to ensure children understand the importance of British Values and demonstrate liberal and tolerant perspective acting in a pro-active manner to prevent radicalisation.

**Our aim is for all members of the Alleyn Court community to be brave, to protect others and themselves, and to be courteous.**

### **Appropriate use of the school's digital technologies.**

It is the aim of the school to ensure children learn how to behave responsibly and safely when using digital technology with internet capabilities. The school implements its own internet security to support children learning to search the internet. While no technological solution can be 100 per cent effective in guaranteeing safety when using the internet and related technologies, technology can help to minimise the risks to students. To that end the following controls have been implemented:

#### Filtering and security

Our filtering system is E2BN Protex – setup and controlled by E2BN. This is monitored by the schools Head of ICT and representatives from 'Badger' our technician support company who manage the school's server.

The school's cyber security is provided by Sophos Anti-Virus, alerts and updates are completed by the Head of ICT or a 'Badger' technician.

The school's wireless network is encrypted to prevent unauthorised access.

When dealing with the Internet there is never a failsafe way of blocking inappropriate content in all situations and therefore the school cannot take responsibility for such events when all reasonable steps have been taken.

### How the school will respond to issues of misuse

Where a pupil misuses the school's ICT systems or internet, we will follow the procedures set out in the Good Behaviour Policy. The action taken will depend on the individual circumstances, nature and seriousness of the specific incident, and will be proportionate.

The school will consider whether incidents which involve illegal activity or content, or otherwise serious incidents, should be reported to the police.

The school takes the issue of cyber-bullying extremely seriously; preventative measures are set out in the Anti-Bullying Policy, available on the website. The school also acts on the **Prevent Duty** to counter extremism and radicalisation (See Child Protection/ Safeguarding Policy and the Prevent Risk Assessment).

### Use of reasonable force ([Use-of-reasonable-force-in-schools](#) 2013)

There are circumstances where physical contact with pupils is required in order to meet the emotional and safety needs of our pupils. Such examples include;

- Holding the hand of the child at the front/back of the line when going to assembly or when walking together around the school;
- When comforting a distressed pupil (including supporting them into school with parental permission);
- When a pupil is being congratulated or praised;
- To demonstrate how to use a musical instrument;
- To demonstrate exercises or techniques during PE lessons or sports coaching; and
- To give first aid.

Corporal punishment is never used or threatened.

However, Alleyn Court staff may use a 'physical intervention' to avert 'an immediate danger of personal injury or avert danger to the property of a person' (including the child themselves). Under the Education Act 2006 all members of staff have a legal power to use reasonable force. Staff will use their professional judgement as to whether a physical intervention is needed which will depend on individual circumstances. They will consider the pupil's behaviour and level of risk presented at the time of the incident, the degree of force used, the effect on the pupil or member of staff, and the child's age. Reasonable adjustments will be made for pupils with disabilities and special educational needs.

Force will only be used to either control or restrain and only if it is proportionate and necessary. This can be; passive contact such as standing between pupils or blocking a pupil's path, or active contact such as guiding a pupil to safety by the elbow, and more extreme circumstances such as breaking up a fight. Restraint, which means to hold back physically or to bring a pupil under control, is used to prevent violence or injury, this is not an aggressive act.

Reasonable force means using no more force than is needed. Staff will act in such a way to avoid causing injury although in extreme cases this may not be possible.

Examples of when reasonable force can be applied include; removal of disruptive children from the classroom where they have refused to follow an instruction to do so; preventing a pupil behaving in a way that disrupts a school event or a school trip or visit; preventing a pupil leaving the classroom where allowing the pupil to leave would risk their safety or lead to behaviour that disrupts the behaviour of others; preventing a pupil from attacking a member of staff or another pupil, or to stop a

fight in the playground; and restraining a pupil at risk of harming themselves through physical outbursts.

Any incident of physical restraint is recorded by the member of staff who conducted the restraint, and a copy is given to the Designated Safeguarding Lead (DSL) or Deputy DSL. Parents will be informed and asked to sign to acknowledge the incident.

All members of staff can use their professional judgement on whether a child needs to be safely restrained to ensure the safety of him/herself and others. Children can be legitimately restrained in a seated position whether on a chair or kneeling on the floor. A child will not be restrained if lying on their front or back on the floor. There may be occasions when it is necessary for two staff members/adults to carry out a restraint, but only if it is proportionate and necessary.

### **Searching and confiscation** ([Searching-Screening and Confiscation 2022](#))

Staff will work within the confines of the Education Act 1996 which are compatible with article 8 of the European Convention on Human Rights which states pupils have a right to respect for their private life. If the rule is interfered with, it will be with justification and proportionate to the situation.

School staff can search any pupil for any item if the pupil verbally agrees (the ability to give consent is influenced by the child's age or other factors). Force cannot be used to search for items banned under the school rules.

The Headmaster and staff authorised by him, have a statutory power to search pupils or their possessions, without consent, where they have reasonable grounds for suspecting the pupil may have a prohibited item such as: **knives or weapons, alcohol, illegal drugs, stolen items, tobacco and cigarette papers, fireworks, pornographic images**, any article the member of staff reasonably suspects has been, or is likely to be, used to commit an offence, or to cause personal injury to, or damage to the property of, any person (including themselves). The headteacher and authorised staff can also search for any item banned by the school rules which has been identified in the rules as an item which may be searched for, such as mobile phones, for safeguarding reasons.

Searches, where possible, should be carried out by a member of staff of the same gender as the pupil being searched and there must be a member of staff as witness who should also, if possible, be the same gender as the pupil being searched. If there is deemed to be a risk of serious harm the search can be conducted by someone of the opposite gender to the pupil and without a witness. Parents do not have to be informed before a search takes place. Parents will be informed if alcohol, illegal drugs or potentially harmful substances are found.

During a search, pupils can only be asked to remove outer clothing (not worn next to the skin or immediately over a garment that is being worn as underwear. It does include hats, shoes, boots, gloves and scarves. Searches of a pupil's possessions such as desk, bag, tray, should be in the presence of the pupil and another member of staff. Without consent, as outlined above, allows a personal search, involving the removal of outer clothing and searching pockets. If further searching is required other agencies, such as the police, will be called.

Reasonable force, if necessary, can only be used when searching for; knives or weapons, alcohol, illegal drugs, stolen items, tobacco and cigarette papers, fireworks, pornographic images or articles that have been or could be used to commit an offence or cause harm.

Staff will confiscate any forbidden item found as a result of a search. They will also confiscate any item, however found, which they consider harmful or detrimental to the school. Any child thought to be in possession of any offensive items or materials listed above will be given every opportunity to

hand it over. Searching a child will always be a last resort and only when there is significant suspicion or confirmed evidence of such possession

### **Smoking/Drugs**

Alley Court is a smoke free site. Any adult found to be smoking on the school site or under the influence of alcohol or drugs will be required to leave the premises. Pupils will not be allowed to leave school if they are being collected by a person thought to be under the influence of alcohol and/or drugs. Another responsible person from the pupil's contact list will be contacted to make alternative arrangements for the pupil to go home.

- Smoking in school or whilst in uniform is not permitted and will result in immediate suspension by the Headteacher.
- The possession or use of drugs or alcohol in school will result in immediate suspension followed, usually, by expulsion. The Headteacher will immediately investigate any allegations. Parents will be notified and be invited into the School to discuss the issues raised. The Headteacher reserves the right to notify the Police in such matters.
- Involvement in the use of illegal drugs out of school will also be viewed seriously.

Alley Court School will provide education for all pupils about the health risks and legal issues relating to drugs, solvents, alcohol, and tobacco. This will form part of the PHSE and Science programme and, where appropriate, talks and lectures will be given by specialists from beyond the school environment, i.e., the police, doctors etc.