

Fulston Manor School – Behaviour Policy Addendum (Remote Learners)

This addendum to the Behaviour Policy of Fulston Manor School is for use during the special arrangements for education of students accessing resources from home. It is to be used in conjunction with, and read alongside, the Behaviour policy, Anti-Bullying policy and our Child Protection.

Category	Dealt with by	Concern	Possible Action(s)
1	Subject teacher	<ul style="list-style-type: none"> • Minor disrespect or inappropriate behaviour below the expectations of acceptable behaviour within school during normal operation. • This could include rudeness, disrespect or not following instructions. 	<ul style="list-style-type: none"> • Student should be given a warning and reminded of behaviour expectations while accessing remote study. • Telephone/email home. • Concern logged on ClassCharts.
2	Middle Leaders (HoD/HoF)	Repeated instances of “1” or: <ul style="list-style-type: none"> • A single use of offensive language (not towards staff). • Abruptness towards staff. 	<ul style="list-style-type: none"> • Telephone/email home. • Concern logged on ClassCharts. • Inform relevant Head of House • Temporary suspension from accessing school email.
3	Head of House	Repeated instances of “2” or: <ul style="list-style-type: none"> • A single use of offensive language towards staff. • Inappropriate comment about any member on any online platform. • Any use of racist, homophobic, discriminatory, or bullying language/behaviour. • Any attempt to contact or “friend” staff on social media. 	HoH may adopt one or more of the following actions: <ul style="list-style-type: none"> • Phone call home by relevant HoH. • Temporary suspension of student access to emails/learning platforms. • Temporary daily contact via telephone to parent by HoH. • Logging of incidents on to ClassCharts as applicable. • Logging of incidents on CPOMS as applicable. • Implementation of Risk Management Plan (RMP) where necessary. • Referral to LG if: <ol style="list-style-type: none"> 1) The issue would usually result in a fixed term exclusion. 2) If HoH believe that a referral to police or another agency is necessary. 3) Any comments towards a member of staff that could be construed as inappropriate or sexualised. 4) A continuation of problematic behaviour after HoH intervention.
4	Leadership Group	Referral to LG if: <ul style="list-style-type: none"> • Issue would normally result in a fixed term exclusion. 	LG will carry out one/several of the following, in consultation with the Head of School/Deputy Headteacher: <ul style="list-style-type: none"> • Phone call home to discuss issue with parent/carer and student.

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		<ul style="list-style-type: none">• If staff have indicated that a police or social services referral is necessary.• Any comment towards staff that could be construed as inappropriate or sexualised – no matter how minor it may seem.	<ul style="list-style-type: none">• Temporary/longer term suspension from learning platforms, emails.• Work printed and paper copies sent home.• Daily contact via telephone to parent by the HoH.• Review with parents and agree an action plan before re-instating learning platforms and re-issuing school email access.• Log incident on ClassCharts.• Log incident on CPOMS if applicable.• Implementation of Risk Management Plan where necessary.• Referral to police and/or other key agencies such as social services.
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