

## On Call

On Call is viewed extremely seriously and the resulting consequences are in place.

On Calls/Weeks/Consecutive	Consequences
3-5	Pupil removed from class until parental interview has taken place with DHT.
5+	Internal Exclusion
10/term	Internal Exclusion followed by action plan period of reintegration.

## Internal Exclusion

Internal exclusion is a restorative sanction designed to give the student time to reflect on their behaviour and the impact that it has on others. Students are removed from class to work in isolation but continue with their learning process. Before a student can return to class a meeting with the relevant DHT and parent/carer will be held. It will not be formally recorded as exclusion from school.

## Preparation for School

To get maximum benefit from each day, students must come to school properly prepared to work.

- Students should adhere to the school dress code
- Students should carry a school bag each day
- The bag should contain their Student Planner or iPad, the basic essentials (including a pen, pencil, rubber and ruler), resources, books and



equipment for the day's lessons

- Each evening before coming to school students should check their planner and timetable and organise resources for the following day
- Homework should be completed and handed in on time
- A carefully kept Student Planner or electronic device is essential to achieving success and should always be carried.
- Every s should begin each class by quickly sitting down and getting out their books in preparation for starting work. Valuable teaching time is saved this way.
- Books should be graffiti free. Good presentation of work is an important skill for life.

### Any Comments or Suggestions?

We would welcome any comments or suggestions from students, parents and members of the community.

Please feel free to use our suggestion boxes or contact us at:

Gracemount High School  
Lasswade Road  
Edinburgh  
EH16 6TZ



0131 6647440

Email: [admin@gracemount.edin.sch.uk](mailto:admin@gracemount.edin.sch.uk)

## GRACEMOUNT HIGH SCHOOL Positive Behaviour Management Policy

Information Leaflet for  
Parents/Carers and Students



An Information Leaflet outlining the school's policy for managing student behaviour

## Recognising Good Behaviour

Our classrooms are Positive Learning Areas and as such we reward good behaviour.



Postcards are used to recognise positive behaviour in class.

- 10 postcards – Bronze award issued by Guidance teacher and letter/text sent home
- Silver – 20 postcards – Silver award issued by DHT and letter/text sent home.
- Gold – 30 postcards – Gold award issued by HT and letter sent home. Student also qualifies for end of term year group trip.
- students in each year group with the most postcards will also win Value awards at the Celebration evening

## Classroom Behaviour

Every classroom is a POSITIVE LEARNING AREA, where good behaviour and achievement will be recognised.

### “Expectations for Learning”

- Arrive on time
- Be prepared with the necessary equipment
- Enter classrooms quietly and be ready to work
- Listen to and follow instructions
- Treat others and their possessions with respect
- Try my best
- Follow the department Safety Code

## Corridor Behaviour

Good behaviour in the school corridors is a matter of great importance, not least of all for everybody’s safety. The following points should be remembered:

- Always follow the “one-way” system when using stairs
- Walk calmly, purposefully and quietly in the corridors
- Keep to the left where necessary when moving between classes. This is for your safety.

## Behaviour in & Around School

- Students should remain on the school campus during morning interval
- Mobile phones, mp3 players, ipods etc. are brought to school at the student’s own risk and should be **switched off** during class times
- The toilets should be used only at the beginning and end of the day and interval and lunchtime. Students should seek the permission of their teacher before using the toilet during lessons and be issued with a pass
- Keep the school tidy and do not damage the school building
- To minimise litter and the leaving of food remains within the school, students should eat only in the Dining Hall or playground
- Chewing gum and fizzy drinks are not permitted within the school buildings
- As with all City of Edinburgh premises and its grounds, this school is a NO SMOKING AREA

## Positive Behaviour Interventions

All students are aware that unacceptable behaviour will be corrected by a number of strategies.

Intervention	
First Warning	
Second Warning	
Final Warning	
Time Out	
Referral to Curricular Leader	<ul style="list-style-type: none"> <li>• Restorative Meeting</li> <li>• Faculty diary/Conduct card</li> <li>• Refer to Year Head</li> <li>• On Call</li> </ul>
Referral to Year Head	<ul style="list-style-type: none"> <li>• Restorative Meeting</li> <li>• Extended “time out”</li> </ul>

## Time Out

“Time Out” is a serious sanction as students are removed from the learning environment and a system of consequences are in place. Parents/Carers will be informed as indicated;

Number of Time Outs/Week/Consecutive	Consequences
1	Text Home
3	Letter sent home from Guidance
5	Direct contact made with home from Guidance
7	Contact from DHT
10	Internal Exclusion – followed by planned period of reintegration