



‘WALK ABOUT’ POLICY

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Ratified by Governors:	N/A



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Introduction

The 'Walk About' Philosophy

For all incidents of low level disruption departments should develop clear, known and understood systems for dealing with incidents of disruption occurring during lessons.

These systems of mutual support should be included in the department handbook and should reflect the colleges Behaviour for Learning policy therefore reinforcing consistency.

When all the above is happening, SLT/HL/DoL's are then able to regularly support staff in a more positive way by patrolling college during on call time and calling in to lessons, generally offering praise and encouragement and being visible in a way that all staff and students like to see.

Unfortunately, SLT are unable to do that if the system is calling them out to incidents that do not constitute an emergency and for which Director of Learning are, or should be the first port of call.

Emergency Call Out

The purpose of this mechanism is to provide support for staff in dealing with **serious** incidents that need immediate attention.

However most staff do not need to use Emergency Call Out other than on rare occasions.

Subject areas must have a parking system that is run by their Director of Learning to support general 'non-emergency' disciplinary matters.

The staff that regularly use Emergency Call Out are not improving their skills in dealing with challenging behaviour. Inappropriate referrals are disempowering these staff members and undermining the system.

Staff that regularly use the system **need** additional training and/or support, even if they themselves don't acknowledge it.

All Directors of Learning need to have a formalised support structure that supports the Emergency Call Out system as a back up in case of emergencies.



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The following examples constitute an emergency.

- Student assaults another student.
- Student threatens another student.
- Student assaults a teacher.
- Student threatens teacher.
- Student makes an allegation of assault.
- Student reveals intention to assault or threaten another student or staff member later on in the day/week.
- Student uses any kind of abusive language to a teacher.
- Intruder enters classroom.
- Student incurs an injury of any sort.
- Student makes an allegation of theft.
- Whole class refusing to co-operate.
- Dangerous equipment goes missing.
- Student refusal to follow rules regarding the use of mobile phones.
- Student makes a disclosure that will require child protection referral.
- Student has illegal substances or weapon in his/her possession.
- Student selling/distributing illegal substances.
- Student clearly suffering from an injury that may not have occurred in the lesson.
- Student who disrupts a Director of Learning's lesson having already been removed from another lesson and/or show defiance to the Director of Learning.
- Student leaves the room without permission.

Anyone who fails to use Emergency Call Out for an emergency will be advised accordingly, by the SLT member on call.

If a student is eco'd then they will follow the following sanctions.

Emergency Call Out Sanction Process

All SLT members will treat Emergency Call Out with the utmost seriousness. Students will be removed from the lesson; investigation carried out and dealt with as follows:

ECO = Removal to Intervention Facility (LRC) and Senior Detention (60 minutes) on the day of the incident.

Repeated ECO or more serious incident = Removal to Intervention Facility (LRC) for 2/3 days and Senior Detention (60 minutes) on the days of the isolations.

- Student to be placed in IF for the day. Work to be organised by IF team. If the incident occurs in P4 the student will be placed in isolation for the following day.
- Parents/carers to be informed by SLT/HL.
- IF team to let reception know-attendance.
- JG to be informed of Senior Detention details.
- All actions to be recorded on Sims by subject teacher than then confirmed by SLT/HL.
- Accumulation time is per year.

Member of staff on walkabout P1 to assist in the collection of students who are isolated if possible. IF team to advise if needed with student names



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Eco Procedures

If a member of staff ECO's a student that student **must** be removed from the learning environment. **The ECO must be reported to support via email (support@hccat.net) who will then contact the member of SLT or HL on call.** If the SLT/HL member of staff deems that the incident is not an ECO then the student will be returned to their next lesson. The SLT/HL member will then speak to either the member of staff and/or DoL to explain their decision and advise appropriate sanctions. If the SLT member deems the incident is an ECO then the sanction process (above) is followed.

Recording on Sims

The member of staff who initially ECO's will record the incident on Sims. Staff to record the nature of the incident eg defiance (the information should be recorded asap) - **NOT TO RECORD AS ECO**. The SLT member who deals with the student will then decide if the incident was an ECO - if it was the SLT member of will update Sims accordingly to an 'Eco'.

It is the responsibility of the SLT member to contact home and report the incident and also inform LG/JG for Senior Detention (SD) purposes.

A member of the IF team will then escort the student to the SD at the end of the day. The SD will last 60 minutes. All sanctions will be recorded on SIMS.

Learning Hub ECO

If a Learning Hub student is ECO'd the SLT member on Walkabout will contact the Learning hub. The designated Learning Hub staff on call will respond to the ECO accordingly. In the rare event the Learning Hub cannot support ECO the SLT will respond accordingly.

Please see Senior Detention Policy for further information.

Behaviour Review Meeting

It is essential that a meeting takes place between the student and the classroom teacher before the student returns to the lesson. This must be **led by the subject teacher**, who may seek support from:

- The link SLT member for that subject area
- The Director of Learning
- The students House Leader
- The Behaviour team (SS, VG, SV)
- The SENCO

This will need to take place before the student rejoins the lesson and that clear targets have been set and agreed to. The student should be placed on **subject report for 4 lessons** so that their behaviour is monitored appropriately. Parents/carers should be advised of this process. This should be recorded on SIMS.