



## BEHAVIOUR POLICY (101)

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### Policy Aims

- To outline the Behaviour Principles of the School
- To explain the Behaviour Principles of the School, giving guidance and instruction to pupils
- To ensure, so far as possible, that every pupil in the School is able to fulfil their potential and to make their full contribution to the life of the School, consistent always with the needs of the School community.

### Behaviour Principles

The Behaviour Principles at St Mary's School Ascot, in line with the School's ethos, are centred on honesty, fairness, hard work, enjoyment and treating others with proper respect and consideration. As stated in the School's Equal Opportunities Policy for Pupils (604), the School is committed to equal treatment for all, regardless of an individual's race, ethnicity, disability, learning difficulty, body image or social background.

We attach very great importance to pupils' kindness and consideration to others, as well as good manners, good self-awareness and self-discipline, service to others, and to caring for the School and its environment.

We value both effort and achievement and we encourage, celebrate and endorse positive contributions that a pupil makes to the life of the School, consistent always with the needs of the School community.

The following principles are addressed to each pupil. Some of them necessarily apply also to parents. Compliance with these principles is a condition of membership of the School. Due regard is taken by the School of a pupil's SEND profile with regard to their behaviour, in line with the Equality Act (2010). Parents are asked to discuss these principles with their daughters from time to time.

The Behaviour Principles are reinforced in Chapel during Morning Prayer and on other occasions such as in tutor groups, House meetings, year group meetings and in Skills for Life lessons.

The 3 elements of the Behaviour Principles are:

- commitment, conduct and self-respect;
- respect for others;
- respect for property and the environment.

### Commitment, Conduct and Self-respect

*Commitment:* Pupils represent St Mary's as proud ambassadors of the School, as long as they are pupils at the School, whether or not they are in school uniform or on school premises and we hope they enjoy their time here. Pupils are expected to take pride in their conduct and personal appearance and to show commitment to academic, sporting and leisure activities and always to do their best.

*Appearance and Dress:* School uniform must be worn during school hours and for other school activities. Pupils must be smartly turned out and in all other respects conform to the School's dress regulations. Further information on dress regulations appears in the Boarding Life section of this handbook.

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*Honesty:* The School community relies on every pupil being honest and truthful and showing a good example to others. Pupils must never cheat, steal or tell lies: to be found untruthful is always a serious matter. Pupils who find or, in some other way, come into possession of money or property that does not belong to them, should ensure that it is given back or handed to a member of staff as soon as possible.

*General Behaviour:* Behaviour must be a credit to each pupil, to their parents, and to the School, whether at school or in public places such as museums, theatres, restaurants or streets, on public transport or in private coaches and whether in or out of school hours. Pupils should always consider the consequences of their words and actions on themselves and on others. Annex A details behaviour expectations concerning friendships and relationships.

*Conduct:* Pupils should always conduct themselves in a manner appropriate to their environment. They may not bring into school any items nor behave in any way which jeopardise the safety and smooth running of the school community nor which contravene the school rules. The Search Policy lists prohibited and banned items for which a pupil may legitimately be searched.

## **Respect for Others**

*Effort and Achievement:* At St Mary's we are positive in everything we do, encouraging every pupil to enjoy their learning and life at the School and to fulfil their potential. We respect and encourage each other as individuals and as members of teams. We also encourage inquiry, hard work, high standards and competition. We take pleasure in one another's achievements and we never mock each other's efforts or failure. Every pupil has the right and responsibility to uphold this ethos.

*Courtesy and Good Manners:* Pupils are expected to be courteous and well-mannered in their dealings with all members of the school community at all times. Respect for all members of staff who look after them in any capacity is essential for the wellbeing of the whole community. Respect for one another is essential for every pupil's emotional health and self-esteem. From time to time members of staff, parents, visitors to the School or other pupils may need assistance. All pupils should be ready always to be courteous and to offer help even if this causes them some personal inconvenience.

*In the Classroom:* Every pupil should make it as easy as possible for everyone to learn and for the teacher to teach. Books and equipment should be ready for the start of each lesson. Pupils should listen courteously to the teacher, do as they are asked and not disrupt the lesson. The classroom should be kept tidy and pupils are expected to be pleasant and helpful at all times.

*Fair Play:* Whether pupils are competing or spectating at team or individual events, or taking part in some other competitive activity, they are expected to behave with good manners and at all times to set an example that reflects well on themselves and the School. Pupils should play by the rules; play hard; play fairly; enjoy the game and never cheat.

*Bad Language:* The use of bad language, including racist, discriminatory and derogatory language, is insulting to others and damaging to the person who uses it. For these reasons its use is forbidden and liable to be sanctioned.

*Anti-Bullying:* Bullying is the wilful, conscious desire to hurt, threaten or frighten someone else. Bullying can be expressed physically, verbally, electronically or even by just a look. Threats, physical attack, name-calling, mocking, harassment, hurtful banter or teasing, racism, sexism and all forms of victimisation, are bullying. Bullying behaviour of any sort is unacceptable at St Mary's and will not be excused on grounds of being part of a game. Bullying is a serious matter which may lead to suspension or permanent exclusion from the School. We are a telling school and a pupil who feels she is being bullied, or is aware that bullying is going on, should

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Speak in confidence to their Head of House, tutor, parents, or another trusted adult immediately, in the confidence that the School will address the concern proportionately, discreetly and rigorously. (Full details about bullying can be found in the Anti-Bullying policy in the Health, Safety and Security section of the handbook.)

### **Respect for Property and the Environment**

*Vandalism, Graffiti and Litter:* Vandalism and the writing of graffiti on school premises and elsewhere are regarded as serious breaches of school discipline and may lead to suspension or permanent exclusion from the School. Pupils should report, in confidence, any incident of wilful damage or the deliberate dropping of litter. Pupils should value the School facilities, take pride in the School environment and help to keep it tidy.

*Other People's Property:* No pupil may interfere with other people's property, or open lockers, or enter bedrooms which are not their own. Pupils must not borrow any person's money, property, clothes, sports kit, books, notes or projects without the owner's previous express permission. Property which has been lent must be returned on request. Pupils who find money or unclaimed property around the School should act honestly and hand it in to a member of staff.

*Accidental Damage to Property:* Damage caused to other people's property must be reported immediately to a member of staff. The pupil responsible for the damage may be asked to pay for it.

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**ST MARY'S SCHOOL ASCOT**  
**BEHAVIOUR POLICY (101)**  
**ANNEX A: FRIENDSHIPS AND RELATIONSHIPS**

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As a school we very much value the friendships between pupils of the same and different ages. We encourage pupils to be warm, supportive and tolerant of one another and we teach pupils about learning to manage friendships as they change and grow. The boarding experience enables pupils to learn to share their space, to respect each other's privacy and to form a wide range of friendships, and this is further encouraged through the House system and the varied co-curricular opportunities on offer.

It is expected that all pupils conduct themselves in line with the School's Behaviour Policy when they are under the School's care. In terms of friendships and relationships, a pupil is not permitted to be physically intimate with another person whilst under the School's care.

Pupils might of course form romantic feelings. They will have the opportunity to enjoy boys' company at socials and other school events. At a disco or dance, they may dance together, but no further intimacy, including kissing, is permitted. Pupils might form romantic attachments with other pupils in School, but the same expectations apply: they should not display affection beyond that which might be expected of friendship, and it should always be the case that other pupils and adults will feel comfortable in their company as appropriate to being in a school and workplace. Pupils who share a romantic attachment are not permitted to be in a private space such as a boarding bedroom together. There should be no physical intimacy or other behaviour that marks them out as a couple whilst the pupils are under the School's care.

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