

MR1 - WITHDRAWAL UNIT

In cases of where behaviour in class, disrupts learning pupils will be withdrawn for the remainder of the lesson. Pupils who are withdrawn will be expected to attend an afterschool detention on that day. Parents will be informed that the detention is taking place as soon as possible. It is recognised that sanctions are more effective when they are immediate and where pupils are able to understand why they have been sanctioned/withdrawn. The staff member who sent the pupil from the lesson will meet with them during the detention and discuss why the sanction was required and how the issue will be avoided in the future. A “restorative justice” approach will be taken during this conversation between staff and pupil. This ensures that other students can learn effectively and without interruption and the individual concerned can have time to reflect on their own behaviour. In the event of a pupil refusing to attend the after school detention following withdrawal they will be placed in to Internal Suspension the following day and will complete the missed detention at the end of that day.

- SLT/SMT/SL & Pupil Coaches (PCs) will supervise the Withdrawal Room area.
- If a member of staff requires a pupil to be sent to MR1, a member of SLT will be on call to collect them. A responsible pupil should be sent to Pupil Services where SLT will be contacted to attend the classroom and remove the pupil if required.
- MR1 should be used when a pupil exhibits unacceptable behaviour and/or their behaviour disrupts the flow of teaching and learning.

For example:

- Where behaviour disrupts the flow of teaching and learning;
- If a pupil displays challenging / extreme behaviour towards a member of staff;
- Where the pupil expresses violent aspects of his / her behaviour;
- Dangerous or unsafe behaviour in areas, such as laboratories or technology rooms etc.;
- If a pupil directs abusive language at a member of staff;
- Complete defiance.
- Where the behaviour requires a more significant sanction, such as dangerous or offensive behaviour, further sanctions will be applied as specified within the Behaviour Policy.

MR1 Withdrawal – Operational Procedure

- Pupil escorted to MR1 by SLT.
- On entry, pupil removes reading book and hands in bag.
- SLT provides information and reason for being sent to withdrawal – **WITHDRAWAL UNIT DAILY LOG IN SHEET** completed by duty staff (see reference guide).
- SLT/Duty to staff record where pupil is during Period 6 on **DETENTION COLLECTION FORM**.
- Pupil is seated in specified bay.
- Pupil completes reflection sheet (on desk) – pen provided.
- Having completed reflection form, pupil completes work if it was provided on exit.
- Pupil reads or completes a behaviour reflection booklet.

Duty staff to

- Email ‘All MR1’ – to inform Data Office/PC/HOL that a pupil has been sent to Withdrawal, in order for parents to be informed. Copy in pupil’s tutor info.
- **Log withdrawal on pupil’s SIMS record and assign a detention** (see reference guide).
- Collect reflection forms and put in tray for use for restorative justice conversation at end of day.
- Dismiss pupil at end of lesson having checked bay for graffiti and remind pupil of need to attend detention at end of day.
- Check all bays before changing duty and replace the reflection forms.

All staff that have sent a pupil to MR1 need to meet with the pupil that evening in MR1 for a restorative justice conversation and complete the Restorative Justice form.

If a pupil misbehaves in isolation – one warning then SLT on call to remove – CONTACT USING RADIO ON CHANNEL 6.

Failure to meet the expectations of MR1 will result in a day's Internal Exclusion and following ASD.

MR1 Withdrawal – Detention Protocol

- All pupils who are sent to Withdrawal receive an ASD on the same day
- MR1 duty staff inform the Data Office via email that a pupil has been sent to MR1. Parents/Carers are contacted and it is recorded on SIMS.
- If parents question ASD, parents are invited to contact PC/HOL/SLT.
- PCs collect Detention Recording Form at approximately 2.45pm depending on numbers.
- PCs arrange collection of all pupils.
- PCs seat pupils and Duty member takes register (see Reference Guide). If more than 8, detentions to be held in D1.
- SLT will be on call on CHANNEL 6 to deal with any issues.
- Pupils who do not attend the MR1 ASD will go in to the Friday SLT ASD that week.
- HOL to arrange reintegration meeting within 5 working days.

A copy of the MR1 record sheet will be copied weekly and passed to the HoFs and Heads of Learning.

The Head of Pastoral and Heads of Learning will monitor the overview of pupils in the Withdrawal Room and take action as necessary, re: isolation, PSP's, inviting parents into school if considered necessary and referrals to the Hardy Centre.

C3 SLT CALLOUTS

In the event of SLT being called to a lesson but the pupil not being sent to withdrawal and instead being allowed to remain in the lesson after a conversation with class teacher and SLT member the following should happen.

- Class teacher should record the call out at a C3 on SIMS behaviour log. This must be completed by the end of the day.
- In the comment box the teacher should record the behaviour displayed and reason for the SLT member being called to the classroom.
- LB will run a report the following morning for C3 SLT callouts, which will generate a letter home informing parents of the disruption to the lesson.

C3 SLTS callouts will also be sent weekly to HoFs and HoLs to be monitored with intervention where necessary.