



BEHAVIOUR POLICY

Version number	1.4	Date	Autumn 2025
Approved by	Senior Leadership Team	Date	Autumn 2025
Last reviewed on	Autumn 2025		
Next review due by	Autumn 2026		

Other relevant policies:

Child Protection and Safeguarding Policy and Procedures

Counter-Bullying (including Cyberbullying) Policy

Positive Handling Policy

Exclusions Policy

I. Contents

2. Purpose.....	3
3. Values	3
4. Roles & Responsibilities	3
4.1. Proprietor.....	3
4.2. Principal.....	3
4.3. Staff.....	4
4.4. Senior Leadership Team	4
5. Staff development and support	4
6. Safeguarding pupils	4
7. Safeguarding Staff	4
8. Promoting good behaviour	4
8.1. Positive Behaviour Matrix	4
8.2. Effective classroom management	5
8.3. Positive relationships and approach.....	5
8.4. Pupil support.....	6
8.5. Supporting behaviour outside of school.....	6
8.6. Organisation and facilities	6
8.7. Liaising with parents.....	6
8.8. Informing professionals.....	6
9. Behavioural Support	6
9.1. Theoretical and conceptual model	6
9.2. Prevention	6
9.3. Minor inappropriate behaviour	7
9.4. Behaviour of concern	7
9.5. Behaviour that challenges.....	7
10. Assessment and focused intervention	8
10.1. Focused support	8
10.2. Pre-placement assessment	8
10.3. Within placement assessment	8
10.4. Stakeholder involvement	8
10.5. Assessment procedure	8
Positive Behaviour Support plan	8
10.6. Intervention	8
10.7. Evaluation – monitoring and review	8
11. Case Supervision	9
12. Rewards and sanctions	10
12.1. Rewards and sanctions	10
12.2. Reasonable force and restrictive intervention	10

12.3.	Anti-bullying strategy.....	11
12.4.	Searching for prohibited items.....	11
12.5.	Exclusion	11
13.	Monitoring, Evaluation & Review	11

2. Purpose

Abbey School for Exceptional Children exists to provide pupil-focused education in the context of promoting pupil and staff wellbeing. Our vision is that all children with exceptional needs receive a meaningful and fulfilling education that enables them to make their own choices about the direction of their adult lives. Abbey School exists to provide the best education possible for young people with exceptional needs. The school has a pupil-focused developmental orientation within which the need for behavioural support can vary from pupil to pupil and from time to time. This document sets out the Abbey School policy on pupil behaviour and the provision of behavioural supports.

3. Values

Every decision we make is framed in the context of the Abbey School BAGS model:

B – Belonging and connection – being part of a community and having a network of valued relationships.

A – Autonomy and control – having influence over day-to-day and life defining matters.

G – Gifts and talents – doing even better the things that are done really well, and learning to do things that are important but may not be done at all.

S – Speaking, listening and a sense of self – communicating effectively in a variety of ways not just speech, and having an identity that defines who I really want to be.

We believe a positive and proactive approach is vital to supporting and addressing individualised pupil's needs. Our BAGS framework acts as a sense check to ensure we are always coming back to what is important to our children and young people.

4. Roles & Responsibilities

4.1. Proprietor

The proprietor is accountable for matters relating to behaviour and delegates day-to-day strategic and operational responsibility for overseeing behaviour to the Principal and Senior Leadership Team.

4.2. Principal

The Principal is responsible for all strategic and operational matters in relation to behaviour. The Principal:

- Ensures that the behaviour policy is fully implemented and adhered to by staff.
- Evaluates the success of the policy periodically with pupils and staff.
- Reports to the Proprietor and Advisory Body at least annually on the implementation of this policy.
- Ensures that staff access the required level of training to implement this policy.

Advisory Body

The role of the Advisory Body is to provide strategic support, challenge and accountability. The advisory body shall:

- Ensure members are familiar with the approach to positive behaviour support at Abbey School.
- Review the Behaviour Policy and its implementation annually in line with the school's compliance diary.

4.3. Staff

All staff are responsible adhering to this policy by following individual Positive Behaviour Support Plans to provide consistent person-centred behavioural support for all pupils within the school at all times. Every member of staff models and coaches safe and appropriate behaviour and provides reinforcing and supportive corrective feedback to pupils as required.

4.4. Senior Leadership Team

The Senior Leadership team is responsible for setting standards, providing training and systematically monitoring staff behaviour and its effects on the behaviour of pupils. The Assistant Head with responsibility for Positive Behaviour Support (PBS) has leadership responsibility of behaviour across the school and monitors behaviour on a weekly basis, with formal reporting each term.

5. Staff development and support

Staff receive initial and ongoing professional development which includes PBS training as part of their induction, and ongoing targeted CPD around areas that are important to the pupils they are supporting. Each class has a Behaviour Analyst allocated to them who provide in class PBS coaching, support with any difficulties as well as ongoing CPD training.

The emotional and psychological wellbeing of staff is an essential component of effective behavioural support. Staff support and development extends beyond skills and knowledge training to include measures to promote wellbeing and that help staff in the aftermath of a potentially traumatic event.

6. Safeguarding pupils

Changes in pupil behaviour may be an indication that a child has been subjected to abuse. If a member of staff thinks behavior may indicate abuse, they must immediately inform the school's designated safeguarding lead (DSL) and follow designated procedures. Please refer to the school's Safeguarding Policy.

7. Safeguarding Staff

There may be times when a staff member has to work with a pupil away from the classroom or other shared space. In addition to considering the needs of the pupil, individual members of staff must assess and act in ways that minimise the possibility of misunderstandings and erroneous allegations being made. All staff must ensure that they work with pupils in spaces from where they can easily be seen or heard by a colleague and that are frequently open to and accessible by observers. This means avoiding working behind closed doors, in isolated parts of the building, or in secluded or unsecured areas of the school grounds. Where the personal safety of a member of staff may be at risk, the extent and scope of the risk must be assessed and action taken to mitigate the risk, such as where and how to summon help or how to escape the situation safely.

8. Promoting good behaviour

8.1. Positive Behaviour Matrix

The primary focus of behavioural support is on teaching and rewarding safe and appropriate alternatives to behaviour that is inappropriate or that may be challenging. A core component of prevention is ensuring that behavioural expectations are clear and specific. Where appropriate and to aid clarity, examples of desirable behaviour are described and specified for individual pupils in a variety of different situational contexts (table 1) so that a pupil knows what is expected across contexts and staff are able to provide positive and corrective feedback in a consistent manner.

Table 1 Example: Positive Behaviour Matrix

	Be safe	Be proud	Be kind	Be responsible
--	---------	----------	---------	----------------

Classroom	Keep hands and feet to yourself.	Share your best work.	Use kind language.	Do your assigned class job.
Playground	Use equipment properly.	Return equipment used to it's storage location.	Share equipment.	Wait your turn.
Dining room	Wash your hands before meals.	Keep your area clean.	Wait in line (on the queuing feet!)	Return your tray to the hatch and put rubbish in the bin.
Corridor	Walk at all times.	Help pick up things people drop.	Give personal space.	Keep volume to conversational level.
Community	Stay with your teacher.	Take care of your appearance.	Wait in line where you need to.	Carry your belongings with you.

8.2. Effective classroom management

The school understands that well-managed classrooms need (to):

- Clear sets of routines that are understood by all pupils. Due to the nature of our pupils needs, they may require individualised supports.
- Timely, differential positive reinforcement to increase the likelihood of future behaviours that are beneficial to the pupil.
- Establish clear proactive strategies and responses for handling behaviours that challenge. (Also refer to our positive handling policy).
- Encourage respect and development of positive relationships.
- Make effective use of the physical space available. The classroom is designed to to set pupils up for success and to provide learning spaces that meet individual needs.
- Have well-planned lessons with a range of activities to keep pupils stimulated.
- Transitions are carefully planned and supported catering for the individual needs of the pupils.
- Staff demonstrating desirable behaviour is one of the most powerful teaching methods available. Staff at Abbey School continuously model respectful and polite behaviour.
- Drawing upon specialist teaching methods and resources through the TDT to ensure pupils make progress.

8.3. Positive relationships and approach

Positive teacher-pupil relationships are key to reducing behaviour that challenges. The school focuses heavily on forming these relationships to allow teachers to understand their pupils and create a strong foundation from which behavioural change can take place.

Teachers will use a variety of strategies to establish positive relationships with their pupils – these may include:

- Understanding pupil's histories via an enhanced assessment period when transitioning to the school.
- Creating a positive environment where every pupil feels comfortable, heard and respected.
- Building a rapport and secure relationships with core members of staff.
- Showing an interest in and integrating in to teaching and learning each pupil's interests, talents, goals, likes and dislikes.
- Enriching the day with high levels of engagement opportunities for pupils including at breaks and dinnertimes.
- Welcoming pupils as they enter school and into the classrooms.
- Ensuring pupils understand what is expected of them drawing upon whole class and personalised individual supports.
- Using preferred functional communication systems within a total communication approach
- Providing opportunities for choice making continuously throughout the day.
- Focusing on using positive language when interacting with pupils to guide them towards positive outcomes rather than highlighting their mistakes.
- Acknowledging and reinforcing respectful behaviour.

8.4. Pupil support

Promoting emotional and psychological wellbeing is critical component of the Abbey School culture, ethos and environment. The curriculum is used to develop pupil's knowledge about health and wellbeing. Additional wraparound support includes access to individual and group sessions as required.

8.5. Supporting behaviour outside of school

Support for significant and lasting behaviour change is provided within the school and the school day. Pupils receive support in community settings that are part of school activity.

8.6. Organisation and facilities

Abbey School promotes participation and learning while minimising the occurrence of behaviour that challenges. If challenging behaviour does occur, staff respond in the least restrictive and most effective way possible to keep everyone safe. There is ample space within the school for the safe management of challenging behaviour when that is required. There is no space or facility specifically designed for the safe management of challenging behaviour.

8.7. Liaising with parents

Families receive daily updates on their child's day which includes information about their learning as well as their behaviour and support needs. Parents are welcomed into school for a termly meeting reviewing their child's progress and talking through the positive behaviour supports currently in place to meet their child's needs. Written updates are provided at the end of each term. Arrangements for extending universal and focused behavioural support to home settings and/or during holiday periods will be negotiated and agreed on a case-by-case basis.

8.8. Informing professionals

Supporting professionals are invited as active participants in providing focused behavioural support for pupils for whom they have a professional responsibility.

9. Behavioural Support

9.1. Theoretical and conceptual model

The theoretical and conceptual model at Abbey School is Positive Behavioural Support (PBS). Positive Behavioural Support is a framework of values and approaches that have a clear and strong evidence-base. PBS approaches are derived from the scientific analysis of human behaviour and other related disciplines; they address pupil-focused quality of life goals and maximise stakeholder involvement.

9.2. Prevention

PBS emphasises the prevention of challenging behaviour. Level one prevention creates environments that are attentive and responsive thereby making challenging behaviour considerably less likely to occur. By ensuring the environment is able to meet the individual's needs the challenging behaviour becomes unnecessary. Features of supportive environments are summarised in Table 2.

Table 2 Features of a supportive environment

Environment	Features	Minimises
<i>Physical</i>	Clean, comfortable and attractive.	Discomfort and sensory intrusion.
<i>Social</i>	Rich in opportunity and positive interaction.	Exclusion, isolation, and insensitive interaction
<i>Tangible</i>	Rich in accessible content food, drink and things.	Barren, deprivation and denial
<i>Task</i>	Rich in opportunity and assistance.	Excessively complex and low preference demand
<i>Inner</i>	Reinforces a positive sense of self and emotional wellbeing.	Negative images and low esteem
<i>Verbal</i>	Effective speaking and listening, maximising autonomy and control	Disregard and denial.

Level two prevention occurs in response to changes in behaviour (e.g., precursor behaviour signalling an increased risk of challenging behaviour). Secondary prevention procedures are individually tailored and documented for each pupil within his or her Positive Behaviour Support Plan (PBSP).

The third level of prevention occurs in response to the onset of challenging behaviour. Although reactive, level three procedures prevent a challenging situation from worsening and seek to resolve the situation as quickly and supportively as possible. Level three procedures are individualised and documented as a component of the PBSP.

9.3. Minor inappropriate behaviour

Minor inappropriate behaviour refers to behaviour considered ordinary or typical within childhood. Examples of minor inappropriate behaviour might be described as being cheeky, slow to follow instruction or boisterous. Behaviour in this range is dealt with fairly, equitably, and constructively by staff. Minor inappropriate behaviour may be recorded, but would not normally be the subject of formal assessment or intervention.

9.4. Behaviour of concern

A behaviour of concern is behaviour that is persistent, damaging or limiting (interferes with learning or development or opportunities for engagement in social or community activities), or that may develop into more serious challenging behaviour. Behaviour of concern warrants focused intervention that is proportionate and timely, and based on a prior analysis of the evocative and maintaining variables which allows us to understand why the behaviour is occurring, what needs are being met by the behaviour and how the environment can be adapted so that the behaviour is no longer required to meet that need. The impact of intervention is evaluated for a period of time that is sufficient for us to be able to demonstrate that the desired outcomes are well established and will continue into the future.

9.5. Behaviour that challenges

Challenging behaviour is behaviour whose frequency, intensity, or duration is such that the personal safety of the individual or others is compromised, and/or that impedes opportunities for learning, development and growth, and/or restricts opportunities for meaningful participation in community life. Challenging behaviour is the subject of function-based, positive behaviour support planning, based on a functional assessment as described below. The impact of intervention will be evaluated in context for a period of time that is sufficient to be able to demonstrate that the desired outcomes are well established and will continue into the future.

10. Assessment and focused intervention

10.1. Focused support

Focused support for challenging behaviour is delivered through a function-based positive behaviour support plan designed, monitored, and evaluated by a team of Board-Certified Behaviour Analysts led by an experienced PBS practitioner.

10.2. Pre-placement assessment

Pupils referred to Abbey School are assessed for behaviours of concern or behaviour likely to challenge learning, development and growth. Behaviour that may be a barrier to learning is analysed prior to admission and a provisional hypothesis of function / of why that behaviour is occurring, is formed. Initial strategies are identified to support the pupil and minimise the likelihood of such behaviours occurring during the transition period, whilst further functional behaviour assessment is carried out, these are detailed in 'initial support plans'.

10.3. Within placement assessment

Within placement, a functional behaviour assessment is completed during the 6-week transition period. Intervention effects are monitored on a continuous or sessional basis. Data are regularly reviewed and summarised which feeds into future intervention planning.

10.4. Stakeholder involvement

A Behaviour Analyst / PBS practitioner leads the assessment process and coordinates assessment activity, including data analysis, and ensuring full stakeholder participation. Stakeholder involvement includes, but is not restricted to, the pupil, his or her family, referring professionals, and school staff.

10.5. Assessment procedure

Assessment procedures are selected that best match the behaviour that is being assessed and the contexts in which it is occurring and include tools such as:

- Rapid Assessment of Function (RAF).
- Behaviour of Concern Assessment (BOCA).
- Descriptive Functional Assessment Guided Inquiry (DFA-GI).

Provisional hypotheses may be tested to see if they are accurate and this may involve using brief or extended functional analysis (BFA/EFA) methodologies, and/or evaluating intervention effects over a prescribed period of time.

Positive Behaviour Support plan

A Positive Behaviour Support Plan (PBSP) is developed to specify teaching and learning outcomes, focused support, environmental adaptations along with level 2 supportive strategies to prevent crisis from occurring and level 3 resolution strategies to quickly de-escalate.

10.6. Intervention

Intervention components span multiple environments and contexts. Behaviour change procedures are designed to have impact beyond the time and places in which they are implemented. We seek to ensure that improvements in behaviour and skills generalise to novel environments and contexts and maintain over time so that the improvements are long-lasting. Maintenance and generalisation of improvements in behaviour and skill do not happen automatically and require specific planning, the detail of which will be included in the plan.

10.7. Evaluation – monitoring and review

The Behaviour Analyst, supported by the trans-disciplinary team, monitors the effects of intervention and adjusts intervention components on a weekly basis with a fuller review termly in line with Pupil Termly Reviews.

Comprehensive plan review is further triggered either when the intervention period comes to an end, or when all intervention components are fully implemented. Successful plans are replaced with a plan designed to ensure that the improvements continue or 'are maintained' over extended periods of time.

11. Case Supervision

A formal behaviour case supervision process is in place to provide clarity around the ways in which additional case supervision is provided for pupils of concern due to their current behavioural needs or the impact of their behaviour.

The process is designed to be flexible so that it can support a variety of different types of need and support requirements. The process runs alongside the case supervision process for pastoral/welfare, and it is possible for a joint supervision / intervention to be provided.

STEP	PROCESS								
Referral or Flag	<p>The problem will be identified by a referral from the Behaviour Analyst (BA) of the pupil concerned to the Assistant Principal – Positive Behaviour Support / Transition (AP). The BA will email AP with the words Referral – Behaviour Case Supervision in the subject. In the email they will include: the referring issue and set out the urgency of the issue.</p> <p>Other staff who have concerns in relation to behaviour that may warrant case supervision should liaise with the pupil's Behaviour Analyst in the first instance.</p> <p>Pupils of concern may also be flagged through:</p> <ul style="list-style-type: none"> • Monitoring systems such as an increase in incidents or injuries being identified. • In-house meetings such as pupil progress meetings. • Parent concerns. 								
Triage	<p>An initial discussion will occur to identify what level of support is needed. This will likely be between the BA allocated to that child and the AP, however depending upon the context it may involve other relevant people such as the pupil's teacher or phase lead.</p> <p>The outcome of the triage will be that the level of supervision will be identified along with the timescales required for any urgent actions.</p>								
Level	<p>The level of action required identified in the triage stage will be:</p> <table border="1"> <tr> <td>No action needed</td><td>The situation is well understood and managed, and no additional support is required.</td></tr> <tr> <td>Quick Action</td><td>The situation requires a short, focused piece of action.</td></tr> <tr> <td>Short term Plan</td><td>The situation requires a sequence of actions that will take place in a closed-ended time scale.</td></tr> <tr> <td>Longer term Plan</td><td>The situation requires a more comprehensive sequence of actions or ongoing support over a longer time scale. The support will likely be open-ended until individualised set criteria are met.</td></tr> </table>	No action needed	The situation is well understood and managed, and no additional support is required.	Quick Action	The situation requires a short, focused piece of action.	Short term Plan	The situation requires a sequence of actions that will take place in a closed-ended time scale.	Longer term Plan	The situation requires a more comprehensive sequence of actions or ongoing support over a longer time scale. The support will likely be open-ended until individualised set criteria are met.
No action needed	The situation is well understood and managed, and no additional support is required.								
Quick Action	The situation requires a short, focused piece of action.								
Short term Plan	The situation requires a sequence of actions that will take place in a closed-ended time scale.								
Longer term Plan	The situation requires a more comprehensive sequence of actions or ongoing support over a longer time scale. The support will likely be open-ended until individualised set criteria are met.								
Support	<p>The support planned will be individually planned and will link directly to the referring issue or concern. It may include:</p> <ul style="list-style-type: none"> • Discussions / coaching sessions with the BA. • Individualised FBA planning or support. • Direct observations with written recommendations provided. • Joint observations and analysis alongside the BA or other members of the TDT. • Report or plan writing. 								

	<ul style="list-style-type: none"> • Individualised Team-Teach advice / support / recommendations. • Full review of all current plans for the pupil (including PLP and other learning plans). • Bespoke training created / provided for the team supporting the pupil. • Research into the referring issue / concern to support BA analysis and understanding. • Provision of enhanced post-incident reviews. • Enhanced co-ordination of internal or external TDT input. <p>All support will be documented on pupil's individual positive behaviour support and positive handling chronologies alongside Case Supervision logs. Where longer-term planning is required, a formal case supervision action plan will be written up.</p>
Monitoring	<p>Monitoring will be agreed at the point the support is identified and planned. This will be individualised to the specific referral and might include:</p> <ul style="list-style-type: none"> • Regularly scheduled check ins. • Enhanced monitoring of data. • Enhanced monitoring of incident reports. • Regularly scheduled observations.
Step Down	<p>Quick action does not require a formal step-down plan, however a check-in may be scheduled to ensure no further action is required if this would be beneficial.</p> <p>Short term plan will end when the sequence of actions has been completed. A formal step-down plan will be considered and may include follow-up steps at an appropriate time to ensure the action has impact.</p> <p>Longer-term plans will have a formal step-down process planned. This will be individualised to the context and will begin when the criteria is met. This may include fading the frequency of check ins or specifically scheduling follow-up reviews at key points in time.</p>

12. Rewards and sanctions

12.1. Rewards and sanctions

Procedures for encouraging and strengthening safe and appropriate pupil behaviour are described above. Sanctions are not applied to pupil behaviour unless, in exceptional cases, they represent for an individual the least restrictive and most effective option available. A record is kept of any sanctions that are imposed. Otherwise, behaviour requiring support is treated as a learning opportunity. Staff interrupt-redirect-reward so that pupils receive corrective feedback, are directed to an appropriate alternate behaviour, and are then rewarded.

12.2. Reasonable force and restrictive intervention

Our positive and proactive approach seeks to anticipate and remove potential triggers for behaviour that challenges, and therefore minimise the likelihood of, or avoid the need to use, any form of reasonable force or restrictive intervention. Our reactive strategies focus on supporting the young person and seek resolution of the crisis as supportively and quickly as possible. We will always seek to use the least intrusive, least restrictive option to achieve this goal. Using our person-centred function-based planning will enable Abbey School to support and de-escalate young people during times of distress or crisis without needing to use restrictive intervention. There will, however, be times when the only realistic response to maintain our duty of care to protect a person from harm in a crisis situation, will be restraint or restrictive intervention.

At Abbey School we are clear that restrictive intervention should only be used when absolutely necessary, in accordance with the law and clear ethical values and principles which respect the rights and dignity of children and young people, and in proportion to the risks involved. It can never be a long-term solution. All use of planned or unplanned restrictive intervention will be in line with our policy on positive handling and subject to careful analysis and monitoring designed to reduce its occurrence.

12.3. Anti-bullying strategy

The anti-bullying strategy at Abbey School is captured in arrangements for universal and focused support as described above. Staff model and reward appropriate behaviour at all times, including consideration for others and embracing and valuing diversity and difference. Pupils with severe learning disabilities and/or an autism diagnosis, and those with additional communication difficulties, are at increased risk of engaging in challenging behaviour, which may include physical and verbal aggression directed toward others. Challenging behaviour of this type is most often a product of a person's interaction with his or her environment, in that it is the only way that a person can get specific needs met and is seldom directed with intent to upset or cause distress to others. Pupils at risk of engaging in physical or verbal aggression to other people will receive focused support for significant and sustained behaviour change. Please refer to the school Countering Bullying Policy.

12.4. Searching for prohibited items

Staff authorised by the Principal may search pupils or their possessions, with or without consent, if there are reasonable grounds to suspect the pupil may be in possession of prohibited items:

- knives or weapons
- alcohol
- illegal drugs
- stolen items
- tobacco and cigarette papers
- fireworks
- pornographic images
- any article that the member of staff reasonably suspects has been or is likely to be used to commit an offence, or to cause personal injury to, or damage to the property of, any person (including the pupil).

12.5. Exclusion

Abbey School is a specialist resource that addresses the learning and support needs of children that are especially complex. Our comprehensive and detailed analysis and understanding of behaviour in conjunction with our person-centred approach allows us to alter environments to prevent our pupils from needing to engage in behaviour that challenges, teaches our pupils how to more safely and appropriately get their needs met and also supports our pupils to learn how to cope with normally occurring situations that they find hard to tolerate. Although we have the right to use formal exclusion, it is highly unlikely that we would reach this stage, as we would have exhausted every other possibility and involved key stakeholders and additional expertise to ensure that the best interests of the young person is at the heart of all we do. In the event that Abbey School is not able to meet the needs of a young person, we will always aim to work with the young person's family and local authority to identify a suitable alternative placement for a managed move.

We do not believe that exclusions are the most effective way to support young people with complex needs, however we acknowledge that in exceptional circumstances it may be necessary to exclude a pupil either permanently or for a fixed period of time and this would always be considered very carefully and kept to the absolute minimum period of time necessary for safety. Please refer to the Exclusion Policy for further information.

13. Monitoring, Evaluation & Review

This policy will be reviewed annually by the Senior Leadership Team.

At every review, the policy is approved by the Principal, Senior Leadership Team and Advisory Body.