TRINITY ACADEMY

WELCOME TO JUNIOR ACADEMY

‘Setting the scene for success’

CORRIDOR ROUTINES

- Students should always walk on the left in the building;
- Students should walk no more than 2 abreast;
- Single file on the stairs;
- No running, pushing or shoving – physical contact is not tolerated at Trinity Academy.

ARRIVING AT LESSONS

- On arrival to lessons students should enter classroom quickly.
- Bags should be off your shoulders.
- Stand behind chairs in seating plan.
- Students should take out equipment and put it on the desk.
- When the teacher addresses the group students should be silent.

CLASSROOM EXPECTATIONS

We do hard things when in the classroom at Trinity. In order for us to focus and think deeply the environment must be right:

- Ready
- Respectful
- Safe

ENTERING THE CLASSROOM

- The member of staff will greet you.
- When your teacher is happy that the group are ready you will be invited into the classroom.
- Students should stand behind the correct seat.
- The member of staff will then greet you 'Good Morning Year 7'
- You should respond 'Good Morning Mr/Mrs….'
- The teacher will then ask you to get your equipment out, knowledge organiser open your planner at the days date and take a seat.

TAKING A REGISTER

- Registers are taken in silence.
- Your teacher will call your name.
- Dependent on the teacher you should respond:
- ‘Here Mr/Mrs…..’
- ‘Good Morning/Afternoon Mr/Mrs…..’
- ‘Yes Mr/Mrs….’

DURING LESSON

- Students should listen carefully to all instructions for upcoming tasks;
- When on task students should be focussed on hard work;
- Hands should be put up to answer any questions, or address the teacher;
- Students should help each other if appropriate, however not distract from learning;
- Homework should be recorded clearly in your planner so that you can have support at home.

REWARDS AND SANCTIONS

- When studying at Trinity Academy staff will be recognising good behaviours by using the rewards system, we will also be deterring behaviours which we do not want to see from our students with the sanction system.

WHAT WILL BE RECOGNISED?

MERIT	WHAT FOR?	HOW TO AWARD?
PROGRESS	Outstanding classwork, homework, responsibility for learning	Staff will stamp the student planner with their personalised stamper
PARTICIPATION	Taking part in an enrichment activity e.g school club, House activity, sports team	
CHARACTER	Awarded to students who display our school virtues	

- 100% attendance each week – 2 merits
- No lates to school each week – 2 merits
- No negative events each week – 2 merits

BEHAVIOUR ESCALATION SYSTEM

B1
Logged by teacher

- Clearly explained
- Processing time given
- Noted on board
- Teacher logs on Bromcom

B2
Logged by teacher

- Clearly explained
- Processing time given
- Noted on the board
- Teacher logs on Bromcom

B3
30 minute Detention

- Clearly explained stating 30 minute detention and phone call home will now take place
- Processing time given
- Noted on the board
- Teacher logs on Bromcom

B4
Removal to other classroom by On Call - Teacher calls home

- Clearly explained
- Noted on the board
- Student asked to stand outside
- Call **3168** for on-call
- B3 still logged by teacher
- Teacher **calls home**

B5
Removal to Seclusion / HOY office by On Call
60 minute Detention set by Seclusion Manager

- Student asked to stand outside
- Call **3168** for on-call stating B5

DISMISSAL FROM LESSONS

- You should pack away sensibly all equipment used in the lessons.
- You should then stand behind your chair when you are ready.
- Your teacher will begin to dismiss a row at a time when you are focussed.