



Student Support in the Classroom

If a student is becoming unsettled, the following guidance outlines who should do what and when these actions should happen. The role of the Teaching Assistant is to support the student in the classroom. The TA should refer to the student's 5-point scale, offer strategies known to work and a reminder of reward points as redirection and refocusing strategies. If the student is unable to remain in the class, the TA directs the student to the nearest Quiet Zone to reflect and refocus.

At this stage:

- Give the student a clear instruction about the amount of time they will be left alone to regulate.
- TA to check in on the student regularly – visually, at least every thirty seconds.
- The Quiet Zone door must be left open (this is non-negotiable).

If the student can refocus, they re-join the lesson while closely supported by the TA if needed. If not, the TA calls for the Duty member of staff to support the student. The TA will provide the Duty member of staff with a quick update as to what led to the dysregulated behaviour.

Duty staff will offer three options:

1. Remain in the Quiet Zone and talk about what is causing the dysregulated behaviour.
2. Go for a supported 10min walk with a Pastoral team member.
3. Offer withdrawal to the Pastoral Hub to have a conversation or refocus time.

If the student chooses to go to the Pastoral Hub, the Duty member of staff may call the available staff member to join them in the Quiet Zone to undertake a handover. Otherwise, the Duty staff member will take the student to the Pastoral Hub.

On arrival, the Student Support Team member of staff may:

- Give the student a timed period (ten minutes, for example) to relax, connect and calm as needed.
- They will engage the student in conversation around the 5-point scale and identifying what the triggers in this situation have been. They will keep a supportive focus on how to reconnect, regulate and return to learning.
- Once the student is back to a 2 on the 5-point scale, they re-join the lesson.
- If the student is calm but unwilling to re-join the class, the student will be given the option of completing the work for the lesson in the Pastoral Hub or a Quiet Zone near the classroom.
- Student Support Team member will follow up and check in with the student within 10min of their return to the class. This may be a quick thumbs up or merely making eye contact; it does not need to be a conversation or to interrupt the flow of learning.

Student Support Team member will record their intervention on the student intervention log sheet located in the student Folder on the Shared drive. A CPOMS record will also be made if there is a cause for concern or a need to communicate to the wider staff team.