

St Michael with St Thomas C of E Primary School



Behaviour Policy

Date Approved: 2017

Review Date: 2020

St Michael with St Thomas Church of England Primary School

BEHAVIOUR POLICY

PURPOSE

- To create a positive, orderly and inclusive environment where learning and teaching can take place.
- Create a safe environment for pupils and staff through the clarification of expectations, roles, rights and responsibilities.
- Reduction of staff stress through the identification of effective systems and practices.

AIMS

- Provide a disciplined environment where children will develop lively, questioning minds, learn important skills and make good relationships with adults and children.
- Ensure that each child develops his/her maximum potential.
- Help our children to develop personal, moral values and a tolerant understanding attitude towards people of other races, religions and ways of life.
- Give each child self-esteem, confidence and security.
- Give children a sense of responsibility towards the community.

CODE OF CONDUCT

Every class has a code of conduct which is written and agreed by everyone. It is displayed in the classroom. The code of conduct replaces the need for rules it gives a clear philosophical message, promotes consistent whole school approach to behaviour and begins to set the boundaries.

REWARDS

Whole School Rewards

All Class teachers and Learning Assistants use all the following rewards on a regular basis

- Praise
- Stickers
- Weekly Head teacher's Award for 1 child in each class. Certificates are presented in Achievement Assembly; winners are published in the weekly newsletter. The award may be given for any reason, academic or social.
- Weekly Lunchtime Award given to one child in each class by the Mid-day Supervisors, stickers are handed out in Achievement Assembly and published in the school newsletter.
- Attendance Awards. Winning Class is given an award each half term and at the end of the year.
- Photocopies of good work are sent home to parents at the discretion of the class teacher.
- The school has adopted a consistent approach for rewarding and encouraging good behaviour, effort and manners. Children may be rewarded for:
 - Particularly good work/effort
 - Displaying good manners
 - Displaying a caring attitude towards others
 - Remaining on task
 - Use of a growth mindset etc

Rewards in all classes are House Points and stickers. Teachers can introduce a reward system bespoke to that class if thought useful e.g. collecting marbles in a jar.

SANCTIONS

Sanctions are understood by all children and are explained at the start of each year:

- Minor examples of inappropriate behaviour can often be refocused and ignored.
- A warning will be issued to the child
- Consequence – 5 minutes after class with Class Teacher
- Consequence- Lost break time
- Consequence – Lost Lunchtime
- If inappropriate behaviour continues the pupil will be sent to appropriate senior leader who will speak with parents
- School will consider exclusion from special activities and clubs.

If the sanction of missing break/ lunch cannot be put in place because the child behaved inappropriately after lunchtime, in KS2 the sanction will be carried out the following day. In KS1 it may be that a child works on a separate desk within the classroom for a specified time, to avoid carrying the sanction over to the following day.

These sanctions may vary slightly depending on age of pupils.

UNACCEPTABLE SANCTIONS

Children at St Michael and St Thomas will not be asked to write lines as a punishment. They will not be sent to stand outside classrooms, or against walls on the playground or in school. Children's names should not be written on the board to indicate sanctions.

Children will always be spoken to in a calm manner with the adult acting as the role model.

INDIVIDUALS BEHAVIOUR PLANS (IBP's)

Pupils should not have behaviour targets on their IEP's. If a behaviour target is needed an Individual Behaviour Plan should be written. This will be done by the class teacher, SENCO and Family Support Worker, with involvement from relevant Support Staff.

All children on IBPs have progress regularly discussed at multi - agency planning meetings which occur each term. Any child placed on an IBP will be assessed by our in-house Speech and Language Therapist.

If the IBP is not effective and no improvement can be seen, a pastoral support plan (PSP) will be considered along with possible manage transfer or pupil referral unit application.

Regular monitoring of pupils with behaviour issues may trigger an EHAT assessment which will identify any multi agency input required.

CRISIS MANAGEMENT PLANS (part of IBP)

Some pupils will have CMP's these will detail known triggers in an attempt to avoid extreme displays of behaviour. A behaviour risk assessment will be completed.

PERSONAL HANDLING PLANS

Pupils known to school as often needing to be "handled", will have a Personal Handling Plan (PHP). These will be agreed and signed by parents.

CREATING A POSITIVE ATMOSPHERE

Each lesson will be started in a friendly and positive way. Children will be welcomed and the big picture will be given. This will reduce anxiety and all children will understand what is expected of them.

There is a reflection area in every classroom which can be used to de-escalate problems and children can calm down and refocus in these areas.

All staff will speak calmly to children without raising their voice. The unacceptable behaviour will be targeted without labelling the child as 'naughty'.

DISCIPLINE BEYOND SCHOOL GATE

School has the right to discipline pupils for misbehaving outside school in the following circumstances: misbehaviour when the pupil is:

- taking part in any school-organised or school-related activity or
- travelling to or from school or
- wearing school uniform or
- or in some other way identifiable as a pupil at the school.

or misbehaviour at any time, whether or not the conditions above apply, that:

- could have repercussions for the orderly running of the school or
- poses a threat to another pupil or member of the public or
- could adversely affect the reputation of the school.
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In all cases of misbehaviour school will only discipline the pupil on school premises or elsewhere when the pupil is under the lawful control of the staff member.

In these cases, school will treat each case individually when consider what action to take. Parent will be involved and could lead to pupil exclusion

POWER TO USE REASONABLE FORCE

Members of staff have the power to use reasonable force to prevent pupils committing an offence, injuring themselves or others, or damaging property, and to maintain good order and discipline in the classroom.

All staff adheres to the Team Teach model, records are kept in line with the school Care & Control Policy.

SCREENING AND SEARCHING OF PUPILS

There are two sets of legal provisions which enable school staff to confiscate items from pupils:

DFE Behaviour and Discipline in School January 2016

1) The **general power to discipline** (as described in the bullets under the heading "Discipline in Schools – Teachers' Powers" on pages 3 and 4) enables a member of staff to confiscate, retain or dispose of a pupil's property as a punishment, so long as it is reasonable in the circumstances. The law protects them from liability for damage to, or loss of, any confiscated items provided they have acted lawfully."

2) **Power to search without consent** for “prohibited items” (see DfE Behaviour and Discipline Advice for Schools January 2016). These items will be handed to the police.

EXCLUSIONS

Local Authority guidance will be followed. Advice from the Exclusion Officers will be sought for any Fixed Term Exclusions.

On occasions pupils whose behaviour warrants exclusion but not a FTE will be internally isolated in school. On return to class the pupil and parents will meet with the Headteacher/Senior Leader and a plan or IBP will be put in place to minimise the need for further exclusions.

MONITORING

Any individual incidents of poor behaviour will be detailed on an individual behaviour log. E-safety and Homophobic/Racist incidents will be detailed on individual logs. Bullying incidents will be logged as per procedures in the Anti-Bullying Policy. These are reported to the Governors via the Headteacher’s report on a termly basis.

Exclusions will be recorded on Arbor

The Headteacher will monitor the above on a termly basis.

LINKS TO OTHER POLICIES

Safeguarding

PSHE

Learning & Teaching

Anti-bullying and Harassment

Care & Control

E-Safety

Home School Agreement

Exclusion advice DfE

SEND

Staff Code of Conduct

Single Equality Plan

Appendix 1

BEHAVIOUR INCIDENT LOG FORM

Date and time of incident:		
Where did the incident occur? ie Class, playground etc		
Name of Child/Young Person		
Year Group:		
Who else involved in the incident		
Description of incident		
Action Taken	<input type="checkbox"/> Incident Reported to Headteacher/Snr Manager <input type="checkbox"/> Parents informed <input type="checkbox"/> Reported to another agency Other (please specify)	
Outcome and consequences		
Signature of worker:		Dated:
Signature of Supervisor/Manager:		Dated:

Appendix 2 – Homophobic/Racist Language Incident Form

Date and time of incident:		
Where did the incident occur? ie Class, playground etc		
Name of Child/Young Person		
Year Group:		
Who else involved in the incident		
Description of incident		
Action Taken	<input type="checkbox"/> Incident Reported to Headteacher/Snr Manager <input type="checkbox"/> Parents informed <input type="checkbox"/> Reported to another agency <input type="checkbox"/> Other (please specify)	
Outcome and consequences		
Signature of worker:		Dated:
Signature of Supervisor/Manager:		Dated:

Appendix 3 - E-safety Incident Form

Date and time of incident:		
Where did the incident occur? ie At School or at home:		
Who was involved in the incident?		
Child/Young Person <input type="checkbox"/>	Name:	
Staff Member/Volunteer <input type="checkbox"/>	Name:	
Description of incident		
Action Taken	<input type="checkbox"/> Incident Reported to Headteacher/Snr Manager <input type="checkbox"/> Advice Sought from Social Care <input type="checkbox"/> Referral made to Social Care <input type="checkbox"/> Incident Reported to the Police <input type="checkbox"/> Incident Reported to CEOP <input type="checkbox"/> Disciplinary Action Taken <input type="checkbox"/> E-safety Policy to be reviewed/amended <input type="checkbox"/> Other (please specify)	
Outcome of investigation:		
Signature of worker:		Dated:
Signature of Supervisor/Manager:		Dated: