



St Mary's Catholic Primary School

Behaviour Policy

Behaviour Rules

We do as we are told

We keep our hands and feet to ourselves

We speak and act kindly

We always try our hardest

Policy review date- Spring 2017

Person Responsible- Alison Ashworth and Helen Tomlinson

Ratified by Governors- Spring 2017

Review date- Autumn 2020

This code of conduct has been formulated with the safety and well-being of the children in mind, and to enable the school to function efficiently as a place of learning.

School Aims

By working together staff, children, parents, The Academy Council, the Parish, the local and wider community create a challenging, stimulating and effective learning environment where Christ is at the centre. We aim to develop an understanding and knowledge of the teaching of the Catholic Church and its ministry within society.

Through our Catholic beliefs, and by living by Gospel values, we aim to nurture within children a love of God and an awareness of God's love for each one of us.

We will ensure that each child will have experience of forgiving and being forgiven. We will encourage children to accept responsibility for their action and to apologise when necessary.

With the growing awareness of love for all mankind, we will help children towards true respect for the beliefs and cultures of others.

Rationale

At St. Mary's we believe that the foundation of our Behaviour Policy is to bring children to a realisation and understanding of how being caring and responsible individuals can enrich our lives.

When God created people, He gave us many gifts including free will.

Through his teachings, He gave us guidance on how to use this gift wisely. He endowed each one of us with a conscience in order that we can rationalise our choices.

It is the role of all adults in school to assist young people in their understanding of right and wrong and to guide them towards informed choices which will enrich their lives and the lives of those they meet.

We will encourage the children towards self-discipline and support them in taking responsibility for their action which involves the children thinking for themselves, making choices and assessing the consequences.

We will encourage in everyone an attitude of respect for themselves, for everyone connected with the school and for those who visit the school.

We will do this in the hope and understanding that this will become a code for all their relationships.

Good behaviour creates conditions for effective learning and helps to develop in children responsible attitudes and values for life.

Behaviour Policy Aims

- To develop a whole school behaviour policy supported and followed by the whole school community, parents, teachers, children and Academy Council, based on Our Mission Statement and a sense of community and shared values

- By applying positive policies to create a caring, family atmosphere in which teaching and learning and playing can take place in a safe and happy environment
- To teach, through the school curriculum, values and attitudes as well as knowledge and skills. (This will promote responsible behaviour, encourage self-discipline and encourage in children a respect for themselves, for other people and for property)
- To encourage good behaviour rather than to simply punish bad behaviour by providing a range of rewards for children of all ages and abilities
- To make clear to children the distinction between minor and more serious misbehaviour and the range of sanctions that will follow
- To treat problems when they occur in a caring and sympathetic manner in the hope of achieving an improvement in behaviour

Code of Conduct

- All members of the school community are asked to respect each other
- All children are expected to respect their teachers, other adults and fellow pupils
- All children are expected to respect their own and other people's property and to take care of books and equipment
- Children are asked to be well-behaved, well-mannered and attentive
- Children should walk quietly and sensibly (not run) when moving around school
- If a child has a grievance against another child, it must be reported to a member of staff who will deal with the matter at an appropriate time.
- Physical violence is not acceptable, neither is retaliation. Repeated or serious incidents will lead to exclusion
- Foul, inappropriate, or disrespectful homophobic, racist, sexist or abusive language must not be used and will lead to exclusion
- Children must be punctual
- Children must not bring sharp or dangerous instruments to school, or any item that might cause a problem including trading cards and electronic toys.
- Children should wear the correct school uniform. We also ask that black shoes be worn to school. Trainers are for outdoor PE. In Foundation Stage, please send your child to school in shoes which they can fasten themselves.
- Jewellery, make up, nail polish, acrylic nails must not be worn. Hair attire should be simple and preferably in school colours.

- At the end of every break and lunchtime, children stand quietly and move sensibly to class.

Incentive Scheme

A major aim of the school policy is to encourage children to practise good behaviour by operating a system of praise and reward. This is for all children.

The St. Mary's scheme is based on house point awards through which children can be rewarded for academic and non-academic achievements, for effort and for demonstrating school values, and for all aspects of good work and behaviour. All adults who work in our school can award house points.

The children, throughout the whole school, have been divided up into four colour-coded houses, named after the four saints, with family groups remaining in the same house.

Each house has House Captains in Year 6 and these children are responsible for collecting the house points from each class and checking the totals with the Year 6 class teacher every Thursday. We hope that children will encourage members of their house to try their best in every aspect of school life.

The House Cup will be awarded each week and presented to the Captain of the winning house in Collective Worship. At the end of each term, the winning house will be allowed to vote from a selection of 'House Treats'.

Throughout the year, times tables, handwriting and good manners and kindness to others awards are presented, as appropriate.

In addition, all adults give verbal or written praise as often as possible.

Most children respond to this positive approach where their efforts are seen to be valued, and make considerable efforts to improve their work, and, where necessary, their behaviour.

Sanctions

Sometimes, there will be occasions when children are not well behaved. Children need to discover where the bounds of acceptable behaviour lie, as this is a part of growing up and this policy must state these boundaries firmly and clearly.

Although we have a huge emphasis on encouraging positive behaviour, we do have sanctions if children occasionally do not adhere to school rules.

Minor breaches of discipline are generally dealt with by adults in a caring, supportive and fair manner, with some flexibility where appropriate, as far as sanctions are concerned. At the start of each academic year, every class agrees a set of class rules which reflect the school's code of conduct and these form the class behaviour code for the year. Everybody

signs up to this agreed code and their signatures are arranged round the written code in a visible place in the classroom. If the agreed code is broken by an individual child, this triggers agreed sanctions.

At St Mary's we use the 'Traffic Light' system as a visual aid for sanctions;

Green- all is well!
(Reminder given)

Amber- Child is given a verbal warning
(Reminder/ verbal warning)

Red- Warning- child loses 5 minutes of play
(Reminder/ verbal warning)

Blue- Child loses 15 minutes of play.

Within this code, each case is still treated individually by the adult according to the circumstances of each child but our general rule is that no class should be disrupted to the extent that learning and progress are detrimentally affected. Generally children are made aware that they are responsible for their own actions and that breaking rules will lead to consequences. And our normal sanctions include a verbal reprimand and reminder of expected behaviour, loss of free time such as playtimes, moving to sit alone, sending work home, and letters of apology and loss of responsibility are sufficient.

Key Stage Leaders/ SLT will inform parents at the earliest possible stage, if problems are persistent or recurring.

Major breaches of discipline include physical assault, foul or abusive language, deliberate damage to property, stealing, leaving the school premises without permission, verbal abuse, refusal to work and disruptive behaviour in class. Parents will be involved at this point.

However, if a child is persistently disruptive and / or the school behaviour system does not appear to be working for a child, adults need to consult the SENCo as a more individualised programme may be needed.

This type of behaviour is generally rare and it is the responsibility of the Executive Head Teacher or the Head of School to deal with it effectively, particularly if the problem keeps recurring and it is having an adverse impact on the learning of others.

The standard procedure for this sort of problem follows a set pattern. Failure to improve leads automatically to the next stage, each stage is recorded.

Procedures for Dealing with Major Breaches of Discipline

- A verbal warning by the Executive Head Teacher or the Head of School as to future conduct
- Withdrawal from the classroom for the rest of the day

- A letter to parents informing them of the problem
- A meeting with parents, and either a warning given about the next stage unless there is an improvement in the child's behaviour
- If the problem is severe or recurring then fixed-term exclusion procedures are implemented, with the Academy Council being informed.
- A case conference involving parents and support agencies.
- Permanent exclusion after consultation with the Chair or Vice Chair of the Academy Council, with referral to the Discipline Committee of the Academy Council.
- Parents have the right of appeal to the Academy Council against any decision to exclude, either on a fixed term or permanent basis.

NB A very serious problem may result in the normal procedure being abandoned and a child being taken home straight away on fixed term exclusion.

Lunchtime Supervision

Kitchen Staff and Midday Supervisors on lunchtime duty must be treated with the respect expected by all adults at St Mary's. Verbal or physical abuse will not be tolerated. All lunchtime staff follow the policy and are aware of any special needs and behaviour information.

Parents

Parents can help in supporting our staff:

- By recognising that an effective school behaviour policy requires close partnership between parents, staff and children
- By discussing the school rules with their child, emphasising their support of them and assisting when possible with their enforcement
- By attending Parents' Evenings, parents' functions and by developing informal contacts with school
- By knowing that learning and teaching cannot take place without sound discipline
- By remembering that staff deal with behaviour problems patiently and positively
- By supporting and adhering to the Home School Agreement which will be sent to all families at the start of the school year.

Care and Control of Children

At all times including lunchtime and break time, staff should encourage good behaviour through praise and rewards. No member of staff must in any way physically chastise a child.

If there is a need for sanctions then the following may be used, depending on each child's needs:

- Redirect to another activity
- Talk to the child – discuss what has happened
- Discussion in groups or whole class
- Move the child from the group to work on his/her own
- Repeat work
- Miss playtime (but must be supervised)
- Behaviour modification programme – setting targets
- Remove child from the class – place with a member of the SLT.
- Parental involvement
- Daily report
- Sanctions as in behaviour policy

Serious incidents are recorded separately and kept with SLT.

Incident forms

- Any incidents involving a child, or anyone employed in school which results in personal injury or damage to property. An incident form will be completed.
- Loss, theft, or damage to property
- Any other incidents or matters of a serious nature

These incidents are ones which may give rise to disciplinary or legal action or become a matter of public interest (for example confrontational incidents, absconding etc).

Incident forms should be used; recording all details, and are available from the Head of School for all staff.

Contact Book/ Incident Log

This is used to record significant disciplinary measures taken by a member of staff against a child. Exclusion must always be recorded and reported to the Academy Council. This book is not for minor incidents in day-to-day classroom management but for serious occurrences of challenging behaviour.

Challenging Behaviour

Challenging behaviour can take the form of:

- Verbal abuse
- Physical abuse
- Assault
- Defiant refusal
- Absconding

Preventative Strategies

See sanctions above and behaviour policy procedures.

Behaviour Modification Policy

At St. Mary's School, most of the children are well behaved most of the time. There are, however, occasions when individual children exhibit behaviour which is unacceptable. As part of the approach within our behaviour policy of rewards and sanctions we use behaviour modification strategies to change individual children's behaviour. These are used by all staff.

Each child is different, so it is important that the cause of the behaviour is investigated and plans made to meet individual needs.

A wide range of rewards is used to reinforce positive behaviour. These can include:

- Change in classroom organisation
- Personalised class rewards
- Using different resources
- Rewards of stars/smiley faces on work, on charts and in special books
- Use of certificates, special stickers for such things as listening, being kind, helpful etc
- Sharing good behaviour with other children/other classes

- Celebration Assembly
- Involving parents at an early stage to make an action plan together

By using a positive system of rewards, and reinforcing good behaviour we help children to feel good about themselves.

Monitoring

The effectiveness of this policy will be monitored in line with the school's monitoring and reviewing of school policy procedures.

Any questions regarding this policy should be directed to Mrs Tomlinson who is the school's lead teacher on this issue.

Reviewed by staff each start of new school year in first staff meeting of the year.

Notes:

1. This policy has been agreed by school staff and ratified by the Academy Council of the School.
2. Parents are entitled to view this document
3. This policy is subject to further development alongside other school policies.

Signed: Alison Ashworth

Date: March 2017

Signed: Paul Jackson

Date: March 2017