

Document Name:	Behaviour Policy
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## **Introduction**

At Kingswood Primary School we learn through our school aspirations of 'Opportunity, Enjoyment and Excellence'. We believe that in order for pupils to aspire and achieve, they need to be taught the importance of choosing responsible behaviours and recognise the impact that this has on themselves and others. This policy outlines the principles and strategies implemented in school to ensure that all pupils are aware of what is expected of them, how they will be rewarded if they display appropriate behaviours and consequences that will be followed if they make the wrong choice of behaviour. Our policy is based on POSITIVE reinforcement and the teaching of good behaviour through our values.

## **Aims**

Our aim is for all pupils to:

- work together to promote an environment where pupils feel happy, safe and secure
- behave in a considerate way towards others and
- become positive, responsible and increasingly independent members of the school community

## **Implementation**

### **Promoting a Positive Environment**

The ethos of the school is an important factor in the promotion of good behaviour and ensuring pupils behave in a considerate way towards others. Our ethos can be seen through:

- a positive climate that promotes reward and praise
- the example set by members of staff in their relationships and communications with children
- the example of parents in their relationships with staff
- the support and relationships with one another
- the sense of community within the school and that children are ambassadors
- a colourful and stimulating environment in and around the school
- a variety of opportunities for pupils with different gifts and talents to see these celebrated

### **Promoting Good Behaviour**

The school rewards good behaviour, through individual class rewards and through the use of house points as it believes that this will develop an ethos of respect, support and co-operation. Each week, the house with the most house points receive 5 minutes extra playtime.

## Rewards

School staff use the following guidelines to promote and rewards good:

Examples of Positive Behaviour	Possible Rewards:
<ul style="list-style-type: none"><li>• putting hand up</li><li>• contributing to all sessions</li><li>• being helpful</li><li>• good work</li><li>• always paying attention</li><li>• ignoring bad behaviour in others</li><li>• whole class good behaviour</li><li>• working independently</li><li>• good work</li><li>• consistent hard work</li><li>• consistent good behaviour</li><li>• following instructions well</li><li>• exceptionally good piece of work</li><li>• kindness</li><li>• following our school "7 Cs"</li></ul>	<ul style="list-style-type: none"><li>• praise "well done"</li><li>• sticker</li><li>• work shared</li><li>• going out to play first</li><li>• cheer or clap</li><li>• written comments and smiley faces in books</li><li>• individual class reward</li><li>• house points</li><li>• tell parents in person/text/ phone</li><li>• sharing your work with the Head Teacher / Senior Teacher</li><li>• sharing achievements in the celebration assembly/newsletter</li><li>• end of year report</li><li>• "7 Cs" certificates/ weekly "Top Turtle"</li><li>• Headteacher Hero Award</li></ul>

Other opportunities to celebrate include:

- concerts, musical events, workshops
- performances, whole school, Cluster
- assemblies inc Christmas, harvest, leavers
- certificates and medals for sporting and other activities
- announcements of the performance of teams and individuals in newsletters and assemblies
- end of term celebration of work with parents/ carers

The school acknowledges all the efforts and achievements of children, both in and out of school. Children share achievements in and out of school with their teachers and classmates. The children are consulted as to how they wish to celebrate their successes; this can be done via the school council, or through the annual Children's School Development Plan.

## Rules

At the start of the year, pupils in each class agree and publish class rules. The class teacher discusses the Lunchtime and Playground Rules with each class at the beginning of the school year. In this way, every child in the school knows the standard of behaviour that is expected in the school. If there are incidents of anti-social behaviour, the class teacher discusses these with the whole class during Class Council and issues arising are dealt with through PSHE or Circle Time.

## Sanctions

The school employs a number of sanctions to enforce the School Rules, and to ensure a safe and positive learning environment. Sanctions are appropriate to each individual situation. A warning is given unless the incident itself is a repeated offence or deemed by the adult dealing with it to be severe or put another child in danger.

Examples of Poor Behaviour	Possible Sanctions
<ul style="list-style-type: none"> <li>• talking when others are talking</li> <li>• spoiling someone's game or work</li> <li>• retaliation</li> <li>• breaking equipment</li> <li>• distracting others</li> <li>• answering back</li> <li>• not following class instructions</li> <li>• inappropriate body language</li> <li>• messing about in lessons, assembly or lunch</li> <li>• calling out or interrupting</li> <li>• use of bad language</li> <li>• deliberately hurting someone</li> <li>• not following instructions from an adult</li> <li>• refusal to cooperate</li> <li>• rudeness to adults *</li> <li>• aggression towards another child or adult</li> </ul>	<ul style="list-style-type: none"> <li>• warning **</li> <li>• moved in class</li> <li>• miss playtime</li> <li>• see teacher</li> <li>• miss both playtimes</li> <li>• sent to another class or to work in headteacher's office</li> <li>• parents informed</li> <li>• miss a privilege</li> <li>• extra work about behaviour</li> <li>• see headteacher</li> <li>• meet with parents</li> </ul>
<ul style="list-style-type: none"> <li>• bullying</li> <li>• racism</li> <li>• repeated acts of aggression towards another child or adult.</li> </ul>	<ul style="list-style-type: none"> <li>• exclusion</li> </ul>

\* **Adults:** any grown up on the premises or involved in a school activity.

\*\* **Warning:** a look, a shake of the head, a signal to look or listen, removal of apparatus, initials on the board, a verbal reminder.

The school does not tolerate bullying of any kind. If any acts of bullying or intimidation are reported to have taken place, immediate action is taken to stop any further occurrences of such behaviour. While it is very difficult to eradicate bullying, everything in our power is done to ensure that all children attend school free from fear.

See anti - bullying policy for further details.

## **The role of the class teacher**

Is to ensure that:

- the School Rules are enforced consistently in their class,
- their class behaves in a responsible manner during lesson time
- they have high expectations of the children in terms of behaviour
- they strive to ensure that all children work to the best of their ability
- each child is treated fairly
- all children in their class are treated with respect and understanding

If a child misbehaves repeatedly in class, the class teacher keeps a record of all such incidents. In the first instance, the class teacher deals with incidents in the normal manner. However, if misbehaviour continues, the class teacher seeks help and advice from the head teacher.

The class teacher reports to parents about the progress of each child in their class, in line with the whole-school policy. The class teacher may also contact a parent if there are concerns about the behaviour or welfare of a child.

## **The role of the head teacher**

It is the responsibility of the head teacher, to implement the school behaviour policy consistently throughout the school, and to report to governors, when requested, on the effectiveness of the policy. It is also the responsibility of the head teacher to ensure the health, safety and welfare of all children in the school.

The head teacher supports the staff by implementing the policy, by setting the standards of behaviour, and by supporting staff in the implementation of the policy.

The head teacher keeps records of all reported serious incidents of misbehaviour.

The head teacher has the responsibility for giving fixed-term suspensions to individual children for serious acts of misbehaviour. For repeated or very serious acts of anti-social behaviour, the head teacher may permanently exclude a child. Both these actions are only taken after the school governors have been notified.

## **The role of parents**

The school works collaboratively with parents, so children receive consistent messages about how to behave at home and at school.

Copies of the behaviour policy are distributed to new parents. Parents are expected to read this and support the implementation of the policy.

Parents are expected to support their child's learning and to co-operate with the school, as set out in the home-school agreement. Class teachers and the head teacher work hard to build a supportive dialogue between the home and school. Parents are informed immediately if there are concerns about a child's welfare or behaviour.

Where the school has to use reasonable sanctions against a child, parents should support the actions of the school. If parents have any concern about the way that their child has

been treated, they should initially contact the class teacher. If the concern remains, they should contact the head teacher. If discussions cannot resolve the problem, then parents should discuss the matter with the school governors, there is a formal grievance or appeal process that can be implemented.

### **The role of governors**

The governing body has the responsibility of setting down general guidelines on standards of discipline and behaviour and of reviewing their effectiveness. The governors support the head teacher in carrying out these guidelines.

The head teacher has the day-to-day authority to implement the school behaviour and discipline policy, but governors may give advice to the head teacher about particular disciplinary issues. The head teacher must take this into account when making decisions about matters of behaviour.

### **Fixed-term and permanent exclusions**

Only the head teacher (or any acting head teacher) has the power to exclude a pupil from school. The head teacher may exclude a pupil for one or more fixed periods, for up to 45 days in any one school year. The head teacher may also exclude a pupil permanently. It is also possible for the head teacher to convert a fixed-term exclusion into a permanent exclusion, if the circumstances warrant this.

If the head teacher excludes a pupil, parents are informed immediately and are given reasons for the exclusion. At the same time, the head teacher makes it clear to the parents that they can, if they wish, appeal against the decision to the governing body. The school informs the parents how to make any such appeal.

The head teacher informs the LA and the governing body about any permanent exclusion, and about any fixed-term exclusions beyond five days in any one term.

The governing body itself cannot either exclude a pupil or extend the exclusion period made by the head teacher.

The governing body has a discipline committee which is made up of between three and five members. This committee considers any exclusion appeals made by parents on behalf of the governors.

When an appeals panel meets to consider an exclusion, they consider the circumstances in which the pupil was excluded, consider any representation by parents and the LA, and consider whether the pupil should be reinstated.

If the governors' appeals panel decides that a pupil should be reinstated, the head teacher must comply with this ruling.

### **Monitoring**

The head teacher monitors the effectiveness of this policy on a regular basis. The head teacher also reports to the governing body on the effectiveness of the policy.

Class teachers log behaviour incidents of concern – this includes using our online recording system (CPOMS). The head teacher records those incidents where a child is sent to them on account of bad behaviour. Class teachers are informed of incidents that occur at break or lunchtimes.

The head teacher keeps a record of any pupil who is suspended for a fixed-term, or who is permanently excluded.

It is the responsibility of the governing body to monitor the rate of suspensions and exclusions, and to ensure that the school policy is administered fairly and consistently.

### **Related Policies and Documents**

Anti-Bullying Policy

Staff Code of Conduct