

Whitnash Primary School

Behaviour Policy

At Whitnash Primary School we expect everyone to work hard and to be considerate towards others at all times.

- ☺ We encourage self-discipline and self-reliance.
- ☺ We expect everyone to take pride in themselves,
their work,
their appearance
their property
each other and
their school.
- ☺ **Discipline is a responsibility we all share.** Everyone must take an active part in encouraging appropriate behaviour and discouraging misbehaviour.
- ☺ The school endeavours to set high standards and expectations for all to copy.
- ☺ Effort and achievement within school is encouraged by the award of privileges.
- ☹ Unacceptable work or behaviour is discouraged by the use of sanctions which include the removal of privileges.

This policy was reviewed and amended 06-09-2004

Agreed by staff

Agreed by the Governing body

Available to parents

Signed

Headteacher

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Chair of Governors

Behaviour in the classroom.

Movement around the school

All movements around the school, are expected to be in a calm, quiet and controlled manner at all times. These times include movement to and from:

- ❖ assembly,
- ❖ PE
- ❖ other teaching areas
- ❖ break and lunch

In the classroom

- 😊 Pupils and teachers should ensure a prompt, quiet, calm start to lessons.
- 😊 Instructions at the outset should be clear and concise.
- 😊 Sharing the lesson objectives and setting individual, group and class targets and timescales is an important feature in our efforts to encourage a positive approach towards learning.
- 😊 Pupils are to be encouraged to organise their time in the learning situation purposefully.
- 😊 Pupils must be given the opportunity to give and receive positive feedback on their work.
- 😊 At the end of the session it is important to bring the class together to review progress and to reinforce the positive gains of the lesson.
- 😊 Class teachers develop systems within their classrooms to positively encourage good behaviour and set high but achievable standards which the class should aspire to. This should take the form of a code of conduct, agreed by the class and displayed in a prominent position and referred to regularly. This should form the basis for a whole school code of conduct.

The Paired System

- 😐 There are times in school when a child who is misbehaving at a low level needs be removed from the classroom to preserve the working atmosphere.
- 😐 Teachers are paired with a colleague so that the child can be sent to the partner teacher's classroom, with a task, to sit alone and work without question or further punishment, but with obvious disapproval.
- 😐 The child is then given a fresh start at the next natural opportunity in the school day.
Paired classes for the current academic year is displayed in the staffroom

*** No more than one child should be sent to a partner class during any one teaching session**
Entry must be made in the behaviour log of the child's name and a note made of

- ♦ the time of day
- ♦ the behaviour.

Behaviour at Play and Lunchtime

We expect all children to play and eat in a safe and sensible manner.

It is important to reward those pupils who

- ☺ Co-operate and play in a friendly and caring way.
- ☺ Behave appropriately in the dining room and the playground
- ☺ Show good table manners.

Undesirable behaviours e.g.

- ☹ deliberately spoiling others games,
- ☹ name calling,
- ☹ kicking
- ☹ other violence

will be dealt with by the member of staff observing the behaviour and one or more of the sanctions outlined on the following page will be actioned.

The Midday supervisors are aware of the behaviour policy and are willing to implement the rewards and sanctions where they apply, during their time with the children.

They will award achievement / sanction slips as appropriate. These slips will be passed to the class teacher at the end of the lunch break. The slips should be kept in the **class log** as part of the child's / class record.

- 📄 In the event of problems arising with particular pupils, the supervisor has the responsibility of gathering the information and entering it onto a behaviour log sheet.
- ✎ Each entry should be dated and signed.
- 📄 The log should be handed to the office at the end of each lunch time session.
- 📄 Entries in this log are not confidential and may be shared with parents.



In extreme circumstances the Head or Deputy in the Heads absence may be called to deal directly with an incident or pupil.

Rewards and Sanctions

Any policy on behaviour must have as it's starting point, a focus on rewarding good behaviour.

At Whitnash Primary school children are rewarded in a variety of ways:

- ☺ Positive approval for continued effort, behaviour or work beyond that normally seen.
- ☺ Class reward stamps/points collected for work or behaviours, which exceed the norm. These should be clearly displayed on a chart in the classroom.
- ☺ Class points result in the award of a 'school' stamp, on the pupil's card, to be shared between home and school. (KS1,15 class stamps = 1 tree stamp, KS2, 10class stamps = 1 tree stamp.)
- ☺ Children gaining 5 class points in one week will be rewarded by an additional 10 minutes 'free time' on Friday afternoon. This time will be a supervised break or a short story / poetry reading session by the Head or Deputy in the Heads absence.

Pupils gaining a 'school stamp' are praised and their efforts acknowledged by

- ☺ The whole school in the weekly achievement assembly.
- ☺ The award of end of term achievement certificates.
- ☺ The award of the school merit shield at the end of each term to the pupil who has made the greatest positive contributions to being part of the school community.
- ☺ Letters are sent to parents to inform them of significant achievement / improvement in their child's behaviour, work and or attitude.
- ☺ We have an open invitation to parents to come into achievement assembly to share in the celebration of the child's success.

Should there be an occasion when a child's behaviour is not acceptable it should be dealt with in the following way:

- ☹ teacher / adult disapproval is shown appropriately (in the absence of anger or confrontation)
- ☹ Discussion between teacher and child which focuses on the child's own actions and the consequences of these. Key stage 2 pupils should complete a pupil self-control form (appendix 2). This should be filed in the **class log**.
- ☹ Withdrawal of privileges:-
- ☹ Loss of break-time/part of lunch time (**supervised at all times by the TEACHER giving the punishment**)
- ☹ Completing work during break/at home which should have been done class
- ☹ Entry into the **Class Log** for serious misbehaviour
- ☹ Notes of incidents are made in the **Class Log** and kept in the classroom.

CORPORAL PUNISHMENT OF ANY KIND IS ABSOLUTELY FORBIDDEN



Communication with Parents



A typed letter should be sent to the parent/s when:
a pattern of unacceptable behaviour is noted
the incident involves unprovoked aggression towards others in the school
un-necessary and abusive language is directed towards staff /pupils



The letter should:
inform them clearly of the incident and subsequent actions
request a meeting between the parent, teacher and pupil in order to set targets for improvement in the pupil's behaviour.



In extremely unruly behaviour / when pupils refuse to stay in the classroom making it impossible for the teacher to ensure the safety of the class or the individual, parent/s are to be sent for and given the option of either sitting in the classroom to supervise their child to allow learning to take place or to take the child home and supervise the work at home.

The Head or deputy in the absence of the head will make the decision in this situation.

When this action has to be taken notes of these behaviours and the subsequent actions must be made in the class log and copies of any letters / actions placed in the pupils school record file..



The Class Log

Each class has a class log in which the **class teacher only** will record incidents of persistent bad behaviour where children do not respond to reprimand or are intentionally disruptive.



All entries must be signed and dated and an entry on the behaviour log sheet must be made.

All other members of staff are asked to complete a sanction slip and hand this to the class teacher who will enter the incident onto the behaviour log sheet and at their discretion may enter it in the class log

The kinds of behaviour which are considered serious fall into three broad categories:



Disruptive, that prevents learning happening within the classroom



Physically interfering with other children or adults



General and repeated disrespect of peers and adults (ignoring reprimand, aggression, both physically and verbal including foul language)



Unprovoked physical attacks on other children or on staff.



On their **first entry** in the class log the pupil is dealt with by the **Class teacher:**

- * parents will be informed of the incident and subsequent actions in writing
- * appropriate punishment will be given
- * targets and timescales will be set for improvement in the pupil's behaviour.



On their **second entry** the Deputy Headteacher will deal with the child:

- * a letter will be sent home with a date and time for a meeting between the Deputy Headteacher, Classteacher, Parent/s and child to discuss the child's behaviour.
- * The actions taken by the child, parents and school in response to the Class teachers intervention will be reviewed
- * Further targets will be set for home and school to monitor on a regular basis until normal patterns of behaviour are achieved.

The Headteacher is to be kept informed of all meetings and outcomes.



The period of time over which two entries in the sanction book will accrue is approximately 1 school term.

Exclusion from School

Continuation of the behaviours, which we considered serious (as outlined above) may lead to the child being excluded from the school for a fixed period or in the most extreme cases permanently. In such case the school will follow the procedure outlined by the LEA and will safeguard the rights of all individuals involved.

This policy is a result of consultation with Staff, Governors Parents and Pupils.