

Whole School Behaviour Policy (abbreviated version)

This policy aims to promote the overall well-being of pupils and staff and an environment in which everyone feels happy, safe and secure.

The policy determines the boundaries of acceptable and unacceptable behaviour. It introduces rewards and sanctions and determines how they will be fairly and consistently applied.

What pupils can expect from staff

- Arrive at school and meet pupils in the playground on time. Remain with the children until another adult assumes responsibility for them.
- Be enthusiastic and develop positive relationships with pupils.
- Be approachable and listen to pupils at all times.
- Eliminate or control hazards which may cause pupils harm.
- Use a range of non-verbal and verbal cues to encourage good behaviour and limit inappropriate behaviour.
- Always take seriously any complaints of bullying or inappropriate behaviour reported to them.
- Use rewards and sanctions consistently.
- Model the behaviours we wish to see.
- Annual review of the school **Code of Conduct**

What staff can expect from pupils

- Comply with the agreed school **Code of Conduct**
- Use appropriate language.
- Tell the truth and learn from mistakes.
- Behave appropriately.
- Accept personal responsibility for their behaviour.
- Listen to others and work co-operatively.
- Use ICT in accordance with school policy.
- Report to an adult any bullying behaviour of others including cyber bullying.

What staff can expect from their colleagues

- Treat them with respect.
- Work and co-operate for the overall good of the school community.
- Offer support when appropriate.
- Be aware of roles, responsibilities and job remits and respect their boundaries.
- Treat all pupil and staff issues with the highest standards of confidentiality.
- Use ICT in accordance with school's acceptable use policy.
- Use online technology appropriately and not compromise the professional integrity of colleagues or other adults in the school community.

What staff can expect from parents

- Treat all staff with respect.
- Treat other parents, pupils, visitors to the school with respect.
- Behave responsibly whilst on school premises.
- Encourage their child to have high standards of behaviour in and out of school.
- Support the school's policies, strategies and guidelines for behaviour
- Try to support the 12 areas addressed in the agreed school Code of Conduct in the home environment

Support the school's approach to e-safety which includes not uploading or posting to the internet and pictures, video or text which could upset, offend or threaten the safety of any member of the school community or bring the school into disrepute.

Unacceptable Behaviour of Parents/Carers and Other Visitors to School

Violence, threatening behaviour and abuse against school staff will not be tolerated. School will seek to resolve the situation through discussion and mediation though ultimately unacceptable behaviour may result in a warning, ban from school premises or the police being called.

When a parent / carer or member of the public behaves in an unacceptable manner during a telephone call staff have the right to terminate the call then report the incident to the Head teacher or member of the Senior Management Team.

Staff are expected to behave professionally in these difficult situations and attempt to defuse where possible and seek the involvement of other colleagues as appropriate.

Unacceptable Use of Technology

We expect all members of the school community to use technology responsibly. Mobile phones should not be in use by pupils during school hours or by adults when supervising pupils.

Photographs or videos of children may not be taken on personal equipment without school and parental permission.

School related issues or images may not be discussed or posted on-line.

Rewards and Celebrating Success

Verbal praise.

Sharing and celebrating success.

House Points for achievement, effort, conduct, improvement and participation. House points must be earned not just awarded and may not be taken away. Any adult working in school can award a house point to a child.

Sanctions and Consequences

Unacceptable behaviour may be dealt with in one or more of the following ways. This list is hierarchical reflecting the increasing seriousness of persistent behaviours. In the application of any sanction or consequence reference will be made to the agreed school **Code of Conduct**.

- **Explaining** the behaviour and its impact.
- **Verbal Warnings**
- **'Time Out'** - moving the child to another part of the class or school, holding an adult's hand to walk around the playground for a short time.
- **Withdrawal of privileges**
- **Sending the child to the Head teacher** or in their absence the Senior teacher.
- **Detention** The Head teacher and class teachers may put pupils in Detention. Children may miss their break in a quiet supervised environment and a record of the incident goes in the book kept by the piano.
- **Involving parents.** The Head teacher and class teachers may involve parents. This may be verbal, written or include reporting in a Pupil Behaviour Log Book.
- **Fixed term exclusion or Exclusion.** These actions are only considered for very serious breaches of the school's Whole School Behaviour Policy.

Restorative Justice / Reflection on Actions.

Our school provides opportunities for both sides to explain what happened to try and come up with a solution. Children and children, children and adults or adults and adults may meet with a mediator to consider three main questions.

- What happened?
- Who else has been affected by this?
- What can be done to prevent this happening again?

Meetings are held in a neutral place with a mediator who was not involved in the incident. The mediator's job is to keep everyone calm and civil and help those involved to move forward and restore their relationship.

Pupil Support

We use a wide range of strategies to support children who have on-going difficulties with their behaviour. These include:

- Targets to promote success.
- Increased communication between home and school.
- Individual behaviour management plans.
- Alternative curriculum provision.
- Support from SENCo, teaching assistants and external agencies.

Physical Contact with Pupils

This school does not operate a 'no touch policy'. There may be times when contact is proper and necessary. Such times may include when a pupil is being congratulated or praised, administering First Aid, comforting a distressed child, holding a hand when a child is leading a line around school etc.

The Use of Reasonable Force

Force is generally used either to control or restrain pupils. Control may mean either passive contact (standing between 2 pupils or blocking a pupil's path) or active physical contact (leading a pupil by the hand or arm, ushering a pupil away by placing a hand in the centre of their back). All members of staff may use reasonable force in this way.

In addition to this the majority of the teaching, teaching support team and some MDS have received accredited training in Team Teach approaches to the de-escalation of potential situations and the use of physical intervention. All incidents involving force will be recorded in the Blue Record of Physical Intervention Book and details shared in full with the Head teacher.

All pupils and adults involved will be offered appropriate post incident support. Serious incidents can create upset and stress for all concerned.

Force will be used only when immediately necessary and for the minimum length of time. It will never be used as a punishment.

All staff have the right to defend themselves from attack providing they do not use a disproportionate degree of force to do so.

Bullying

Bullying is behaviour of an individual or group **repeated over time** that intentionally hurts another individual or group physically or emotionally.

Acts of bullying may include repeated incidents of name calling, mocking, offensive comments, physical harm, taking belongings, sending offensive messages or pictures, spreading rumours, exclusion from groups.

Cyber bullying is the use of information and communication technology (particularly mobile phones and the Internet) to deliberately upset someone else.

Bullying may be reported to any member of staff. Staff will then inform the Head teacher.

All allegations of bullying will be investigated and school policy will be used for dealing with the behaviour, supporting the victim and the instigator.

Pages 17 to 19 of the School Behaviour Policy outline the school's specific strategies in more detail.

Drug and Drug Related Incidents

We do not support the misuse of tobacco, alcohol, solvents illegal drugs and medicines by members of the school community.

The school has a policy of **No Smoking** in the building or on the school site.

No alcohol is consumed during the course of a normal school day.

Potentially harmful substances are stored away safely. Use of aerosol sprays are discouraged.

No illegal substances may be brought to school or used on school premises.

Where pupils are prescribed medicines school guidance on storage and administration of medicines must be followed.

In the event of finding or suspecting the presence of a drug or illegal substance where ever possible the item should be confiscated and the Head teacher or a member of the Senior leadership Team must be informed at the earliest opportunity.

Allegations of Abuse against Staff and Other Adults working in School

Allegations may be true, false, misplaced or malicious. We have a duty to safeguard children and all allegations will be taken seriously and investigated fully following the school's agreed procedure. Allegations will be dealt with fairly, consistently and quickly in a way which provides protection for the child whilst supporting the person who is the subject of the allegation.

Where a member of staff has a general concern about malpractice or does not want to report an allegation directly they may make reference to the school's Whistle Blowing Policy.

