

CHALTON LOWER SCHOOL

BEHAVIOUR MANAGEMENT AND DISCIPLINE POLICY

Rationale

All pupils are expected to behave in a responsible manner both to themselves and others, showing consideration, courtesy and respect for other people and property at all times. This policy should be consistently applied. Behaviour management will focus on encouraging and rewarding appropriate behaviour – i.e. will focus on the positive.

Policy

We have as a staff worked out cooperatively a behaviour management system that has praise and reward as its emphasis. Our rules are based upon three themes: Be Respectful, Be Responsible and Be Safe. When dealing with incidents of inappropriate behavior, children will be asked rule they are breaking. Staff will praise appropriate behavior and this will be recognized in assembly by rewarding ‘Bees’ on to the board. Smileys will also be rewarded by staff.

Be Respectful, Be Responsible and Be Safe will cover all areas of the school as outlined in the Matrix [attached at end of policy]. This is displayed in each classroom. It will be referred to at the beginning of each academic year and through the year as necessary.

Chalton Lower School employs the following strategies to promote good behaviour and discipline: -

1. High expectations of pupil's academic and social abilities and match of activities to pupil ability;
2. Promotion of self-esteem and self-discipline in children;
3. Promotion and maintenance of good relationships and mutual respect between adults, adults and children, children and children;
4. Promotion of a real sense of community and pride in the school;
5. Promotion of positive home/school links and informing parents of school policy and expectations of them;
6. Keeping parents informed when difficulties arise and similarly informing them when children improve or are well behaved as a matter of course;
7. Liaison with cross phase schools;
8. Involvement of outside agencies e.g. School Psychological and Special Needs Service, Jigsaw Centre, Education Welfare Office where appropriate;
9. Consistency of approach by teaching and support staff;
10. Keeping the Headteacher informed of good behaviour or difficulties that may arise.

Behaviour management will focus on encouraging and rewarding appropriate behaviour – i.e. will focus on the positive. Children will receive rewards (smileys, stickers, etc) from their class teacher and may also be sent to the Headteacher to celebrate their achievements. (In the absence of, or if he/she is engaged, the children will leave a message with the Office Manager. The Headteacher will then follow this up at the earliest opportunity.)

Each Monday, the assembly will focus on achievement and will be called the “Star of the Week Assembly”. Each class teacher will nominate one child from their class for academic achievement. The children’s names will be displayed on the “Star of the Week” board and reported in the weekly newsletter to parents.

Class teachers will reward pupils with ‘smiley faces’ when they have demonstrated good behaviour in the classroom, on the playground, walking around school, being polite or courteous, looking after other children. These will be recorded on the ‘Smiley faces’ chart in the classroom. When a child has achieved 100 smiley faces in a term they will be presented with a certificate of good behaviour in assembly.

All classes hold a weekly Circle Time session [Tissue issue] as part of PSHE (Personal, Social and Health Education). The school has a PSHE policy and Circle Time is a focus. The school is following the Values Programme and 3Dimension scheme of work for PSHE which addresses their emotional literacy.

All children undertake special responsibilities on a regular basis.

Rewards

1. Verbal praise and encouragement
2. Smiley faces
3. Informing parents, Parents Evenings, Annual Reports
4. Star of the Week Assembly, with names displayed on board
5. Achievement on the ‘Bee Board’

Inappropriate Behaviour

We believe that “good behaviour” should be noticed and commented on, but as a school we are concerned that it is made clear to children that the following are unacceptable in our school: -

1. Inappropriate responses to adults e.g. swearing and negative attitudes to instructions and requests;
2. Inappropriate responses to peers e.g. bullying, name calling and fighting;
3. Poor work attitudes and habits e.g. inability to remain on task, disrupting group or class activities.

When dealing with inappropriate behavior, we will refer to the Behaviour Matrix and ask the children to explain how they have broken one of the ‘Bee’ rules.

In the event of repeated or serious misbehaviour the responsibility for the management of the child’s behaviour is passed from the class teacher to the Headteacher.

A code of conduct is also established for lunchtime. Midday Supervisors have the opportunity to reward children for sustained/improved appropriate behaviour and also have agreed sanctions. The Headteacher will monitor behaviour in consultation with the Midday Supervisors at lunchtime. Midday Supervisors will have regular training on managing children’s behaviour.

The following sanctions can be employed for unacceptable behaviour: -

1. Verbal warning
2. Names on board, with two resulting in missing playtime
3. Time out at back of class
4. Supervised timeout of class
5. Removal to another class
6. Informing parents and consulting;
7. If appropriate - suspension from lunchtime in school.

Monitoring

Staff will record when pupils miss their playtimes, either in the class file or the file in the staffroom. The Headteacher will review the incidents to see if any issues need addressing.

Pastoral Support Plan

For children who have been identified as needing additional support because of behaviour difficulties a Pastoral Support Plan should be put in place. Parents should be involved in drawing up the plan. All staff should ensure that the plan is applied consistently.

Exclusion

In accordance with the Secretary of State's requirements certain actions or incidents may result in a fixed term or permanent exclusion. This would only happen if all other options had been considered and tried, or if the offence were sufficiently serious to warrant immediate exclusion e.g. drug dealing. The Headteacher is the only member of staff authorised to exclude.

Anti-Bullying

Any reports of bullying will be dealt with immediately, initially by the class teacher or, if felt appropriate, by the Headteacher. All children are encouraged to "tell" if they feel bullied or know of bullying occurring. Parents and children can sometimes confuse bullying with other behaviour – this may be a breakdown in a previous friendship, relationships or other incident causing distress. However, any inappropriate behaviour that causes children and parents distress will be responded to sensitively. Children will have opportunities to discuss bullying issues within Circle Time and whole school assemblies. All concerns will be investigated and responded to appropriately. The school will not tolerate bullying in any form. Where bullying is identified as the problem both the bully(s) and the victim(s) will be counselled appropriately. All staff, particularly on duty at break times, will monitor behaviour and investigate any signs of distress in the children.

Anti-bullying week will take place on a yearly basis and this is supported by the work in 3Dimension scheme of work for PSHE. Anti-Bullying will be revisited during the year as appropriate and during the summer term.

Allegations against staff

All allegations made against staff will be reported immediately, normally to the head teacher. Should the head teacher be absent then the Chair of Governors will be informed. In the event that it is an allegation against the head teacher this will then be reported to the Chair of Governors. The allegations should notify the Local Authority Designated Officer [LADO] responsible for providing advice and monitoring cases.

The LADO's contact details are: 0300 300 8000

This policy should be read in conjunction with: -

- Race Equality Policy
- Equal Opportunities Policy
- Child Protections and Safeguarding Policy
- Anti-bullying Policy
- Allegations of abuse against teachers and other staff

Monitoring

Behaviour Management will be an agenda item at staff meetings at least once a year.

Adopted: 7th February 2018

Chair of Governors.....
Mrs Tracy Thomas

Next review: February 2021