

# Standens Barn Primary School

## Behaviour Policy



Document Title	<b>Behaviour Policy</b>
Revision Number:	1.1
Approved By:	Governing Body of Standens Barn Primary School
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Review Due:	June 2022

## Approval Authorisation

Authorised By	
Head Teacher:	Signature: ..... Print: ..... Date: .....
Chair of Governors:	Signature: ..... Print: ..... Date: .....
Chair of School Council	Signature: ..... Print: ..... Date: .....

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## **Why do we need a Behaviour policy?**

The law requires schools to have a written behaviour and attendance policy. Our behaviour and attendance policy helps us to create a caring, stimulating and secure environment in which staff and pupils can work and play safely and to encourage the involvement of parents/carers in the development of their child.

The governing body believes that in order to enable effective teaching and learning to take place, good behaviour in all aspects of school life is necessary. It seeks to create a caring, learning environment in the school by:

- promoting good behaviour;
- promoting self-esteem, self-discipline, proper regard for authority and positive relationships based on mutual respect;
- ensuring fairness of treatment for all;
- encouraging consistency of response to both positive and negative behaviour;
- promoting early intervention;
- providing a safe environment free from disruption, violence, bullying and any form of harassment;
- encouraging a positive relationship with parents and carers to develop a shared approach, involving them in the implementation of the school's policy and associated procedures.

## **Our Expectation**

Behaviour at the school is driven by our BEST values. In order to show BEST, the children are taught and expected to be BRAVE – ENTHUSIASTIC – SAFE –THOUGHTFUL

The above values underpin the behaviours that we want to nurture, establish, and create within the children at the school. They will then become part of their character so that they influence children's behaviour choices. We want the children to make the correct independent learning choices based on these values.

## **Roles and responsibilities**

The governing body will establish, in consultation with the head teacher, staff, and parents, the policy for the promotion of good behaviour and keep it under regular review. It will ensure that it is communicated to pupils and parents, is non-discriminatory and the school's expectations about pupil behaviour are clear.

Governors will support the school in maintaining high standards of behaviour.

The head teacher will be responsible for the school's policy and procedures, and may delegate aspects of its day-to-day implementation and management to a designated member of the school's leadership team. Support for staff faced with challenging behaviour is also an important responsibility of the head teacher.

All staff, including teachers, support staff and volunteers, will be responsible for ensuring that the policy and procedures are followed, and consistently and fairly applied. Mutual support amongst all staff in the implementation of the policy is essential. Staff have a key role in advising the head teacher on the effectiveness of the policy and procedures. They also have responsibility, with the support of the school leadership team, for implementing the agreed policy and procedures consistently.

The governing body, headteacher and staff will ensure there is no differential application of the policy and procedures on any grounds, particularly ethnic or national origin, culture, religion, gender, disability or sexuality. They will also ensure that the concerns of pupils are listened to and appropriately addressed.

Parents and carers will be expected to take responsibility for the behaviour of their child both inside and outside the school. They will be encouraged to work in partnership with the school to assist the school in maintaining high standards of behaviour and will have the opportunity to raise with the school any issues arising from the operation of the policy.

Pupils will be expected to take responsibility for their own behaviour on and off the school site and will be made fully aware of the school policy, procedure and expectations. Pupils also have a responsibility to ensure that incidents of disruption, violence, bullying and any form of harassment are reported.

### **Implementing expectations**

Positive behaviour management underpins everything we do in school. The values are therefore taught and consolidated at the beginning of each term. Teachers do this by:

- Explaining why classroom values are needed
- Teaching the values
- Checking for understanding
- Explaining the reward system
- Explaining the reason for having consequences
- Teaching the consequences
- Checking for understanding

### **Procedures**

The procedures will make clear to the pupils how acceptable standards of behaviour can be achieved and will have a clear rationale which is made explicit to staff, pupils and parents. The procedures will be consistently and fairly applied and promote the professional responsibility of every member of the school towards the whole community.

Policies, particularly equal opportunities, special educational needs and anti-bullying, have been established.

### **Involvement of outside agencies**

The school will work positively with external agencies. It seeks appropriate support from them to ensure that the needs of all pupils are met by utilising the range of external support available.

### **Review**

The headteacher, in consultation with the staff, will undertake systematic monitoring and conduct regular reviews of the behaviour management policy and procedures in order to evaluate them to ensure that the operation is effective, fair and consistent. The headteacher will keep the governing body informed.

The governing body will regularly review this policy and associated procedures, to ensure its continuing appropriateness and effectiveness. The review will take place in consultation with the headteacher, staff, children and parents.

The outcome of the review will be communicated to all those involved, as appropriate.

### **How do we implement our Behaviour policy?**

1. School Ethos
2. Expectations of the school community
3. Curriculum
4. School Systems
5. Rewards
6. Sanctions
7. Support Systems for Individual Pupil Need
8. Support Systems for Staff
9. Support Systems for Parents/Carers

## School Ethos

The school has an ethos in which the above principles are respected. Many of these principles will be addressed daily throughout school life and by all adults modelling good social behaviour within the school community. This involves using the principles and language of BEST.

### Expectations of the school community:

	Pupils	Parents
To lead by example	To respect, support and care for each other both in school and the wider community	To be aware of and support the schools values and expectations
To be consistent in dealing with pupils	To listen to others and respect their opinions	To ensure that pupils come to school regularly, on time with the appropriate equipment and uniform
To encourage the aims and values of the school and local community among the pupils	To attend school regularly, on time, ready and equipped to learn and take part in school activities	To keep pupils at home when they are ill and to provide the school with an explanation of the reasons for any absence
To have high expectations of the pupils	To take responsibility for their own actions and behaviour	To take an active and supportive interest in your child's work and progress
To meet the educational, social and behavioural needs of the pupils through an appropriate curriculum and individual support	To do as instructed by all members of staff (teaching and non-teaching) throughout the school day	To provide the school with an emergency contact number
To encourage regular communication between home and school	To be tolerant of others, irrespective of race, gender, religion and age	To encourage regular communication between home and school

## Curriculum

At this school, through our curriculum, we teach pupils the above mentioned principles. PSHE is taught using a variety of methodologies addressing our ethos and expectations directly.

We believe that an appropriately structured curriculum and effective learning contribute to good behaviour. Thorough planning for the needs of individual pupils, the active involvement of pupils in their own learning and structured feedback all help to avoid the alienation and disaffection which can lie at the root of poor behaviour. It follows that lessons should inform the children of what they are learning in a way which is understood by the pupils and differentiated to meet the needs of a range of abilities. Marking and record keeping can be used both as a supportive activity, providing feed-back to the pupils on their progress and achievements and as a signal that the pupil's efforts are valued and progress matters.

## Our Golden rules

(These expectations cover all aspects of school life including lunchtimes and playtimes)

Our school uses the BEST motto to teach our core values:

- B- BRAVE (to accept challenge and to not fear failure)
- E- ENTHUSIASTIC (be motivated, positive and enjoy)
- S- SAFE (look after yourself, each other and property)
- T- THOUGHTFUL (treat everyone with respect, kindness and care)

### **Rewards**

This school rewards BEST- it believes that this will develop an ethos of kindness and co-operation. This policy is designed to promote and acknowledge good behaviour and deter anti-social behaviour. Incentive schemes are in place to recognise attendance and achievements.

We praise and reward pupils for good behaviour, social skills and work throughout the school day in a variety of ways:

- Verbal praise.
- Class reward systems.
- Stickers, Certificates, Prizes.
- Special privileges.
- Take part in Golden Time.
- Rewards awarded by a variety of staff in school.
- Special acknowledgement by the Head teacher or senior management.
- Postcards to parents/carers.

### **Sanctions**

The use of sanctions should be characterised by certain features:

- It must be clear why the sanction is being applied.
- It must be made clear what changes in behaviour are required to avoid future sanctions.
- Group sanctions should be avoided as this breeds resentment.
- There should be a clear distinction between minor and major offences.
- It should be the behaviour rather than the person that is sanctioned.

We divide unacceptable behaviour into three broad bands:

#### **Level 1:**

Breaking BEST. Misbehaviour that can be effectively managed within a classroom or lunchtime environment by the teacher, teaching assistant or mid-day supervisor. This involves discussing BEST. Which one was broken? How was it broken? Why did it happen? Children and adult must be active participants so that the child is engaged in questioning their behaviour and why they chose it and what they do next time. The attention must not solely focus on the offender but also lead him or her to understand the effect it had on the other child. Apologies must be conducted.

#### **Level 2:**

Persistently breaking BEST or more serious misbehaviour that is not so easily managed within the classroom or lunchtime environment. The school sanction system will then be followed; teacher may involve parents. This can include lunchtime behaviour that has been reported to the teacher by a mid-day supervisor. Notification of other staff and informal involvement of Senior Management/ Head teacher and may lead to an individual behaviour monitoring plan being put in place. See appendix for year group rewards and sanctions.

#### **Level 3:**

Very serious misbehaviour (such as damage to property, physical aggression/violence, verbal aggression or abuse including swearing) or where no improvements are being made over time when monitored. Formal involvement with the Head teacher/Senior management, staff, and parents and may lead to an individual behaviour report plan being put in place by senior management.

Additionally education welfare and/or other outside agencies may become involved. These behaviours may also lead to an exclusion (short or longer term exclusion would be the last resort– see appendices)

## **Level 4**

### **Fixed term/Permanent Exclusion**

Should the inappropriate behaviour persist, the child will be excluded from the school for an appropriate period at the Headteacher's discretion. The fixed term exclusion may range from half a day up to forty five days. Should the inappropriate behaviour persist or the behaviour is considered serious enough (such as attacking a member of staff or peer), the Headteacher will invoke permanent exclusion.

The behaviour policy is embedded into whole school practice and involves all staff and pupils. It is based on positive reinforcement, rewarding appropriate behaviour, and puts responsibility onto the pupils themselves for their behaviour. There is an expectation that all parents support the behaviour policy and model appropriate behaviour by example.

### **Support systems for Individual Pupil Need**

If there is a persistent problem, the necessary staff will devise an individual support plan to support the pupil in partnership with parents. All staff working with the pupil will be informed of this, including midday supervisors. This will give a consistent approach throughout the school day. If the problem continues, together we will work with outside agencies to seek solutions to support the pupil. For pupils who are having these difficulties the school will provide targeted pastoral support or mentoring by adults or peers.

### **Support Systems for staff**

School will support all adults working with pupils to ensure they are following BEST. It is school practice to discuss behaviour issues in order that the staff feel supported and the school is working together to provide a cohesive approach to supporting individual needs. This will be achieved following the schools safeguarding policy. All staff have copies of this policy in order that behaviour management is consistent throughout the school. Staff having difficulties with an individual, class or group should speak to the member of staff who has responsibility for this area within school.

### **Support Systems for parents/carers**

School has an open door policy where parents and carers are encouraged to visit to discuss any relevant issues. However, it would be appreciated if appointments could be made where possible to ensure the availability of a member of staff and to give parents/carers the time needed. Likewise, when school needs to discuss anything with parents/carers, they will be contacted.

### **Monitoring and Review**

Behaviour management will be under constant review throughout the school on a class and individual basis. This policy document was produced in consultation with the school community, including pupils, parents, school staff and governors. This document is freely available to the entire school community. It is also available on the school web-site.

Information and feedback regarding the effectiveness of our policy across the school comes from a variety of sources including:

- Informal reports from staff / parents / pupils
- Feedback from classroom observations
- Questionnaires for parents / staff / pupils
- Number of pupils sent to senior management
- Number of individual behaviour plans set up in school

The feedback from monitoring procedures will be used to evaluate the success of our strategies, to help us to make adjustment when necessary. It will also be used to identify good practice and to provide support and staff

development where necessary. Our policy and practice are regularly reviewed by staff as outlined above and by our Governors.

### **Race, Equality and Equal Opportunities**

We believe that it is important to prepare our children for life as citizens in a multi-ethnic society in which there should be race equality, harmony and an absence of racism. We are committed to tackling racial discrimination and to promoting equality of opportunity. Any incidents of a racist nature will be dealt with following our Behaviour Policy which is a comprehensive policy for children, staff, governors and parents/carers, visitors and contractors / sub-contractors and includes the possibility of exclusion. However, a member of senior management will be informed immediately and parents/carers will be informed if their child has been involved in a racist incident. Any related incidents will be recorded on to My Concern. A member of senior management will complete an incident form held centrally and inform Plumsun in line with the recommendations outlined by InMAT. Any decisions taken by senior management are based on the intent, purpose and age of the child.

## Year 5 & 6

### REWARDS

- BEST stamps awarded for following and demonstrating BEST values
- BEST stickers awarded for exceptional effort within completed learning tasks
- Golden time rewards and BEST time rewards are open to all pupils who follow and demonstrate BEST values
- Clubs and representative teams are available to all of those children who follow BEST values
- BEST pupil of the week certificates are awarded
- Bronze, Silver, Gold, Platinum certificates and prizes are awarded when the related BEST reward cards have been completed
- Postcards sent home
- Verbal praise
- Year 6 children all have the opportunity to be a House Captain if they consistently demonstrate and follow BEST values.

### SANCTIONS

- Level 1- Verbal warning for first incident
- Incident of misbehavior- child moves card to amber on the warning wall.
- Level 2- Repetition of misbehaviour child moves card to red on the warning wall. This then leads to loss of stamped golden time card for the week.
- Continued misbehaviour incurs a 15 minute loss of golden time.
- Level 2- Parents may be informed of misbehaviour alongside senior management.
- Level 3- Immediate loss of golden time for more serious incidents of misbehaviour &/or loss of lunchtimes &/or playtimes (implemented by senior management). Parents informed.
- Incomplete homework is completed during golden time sessions (teacher discretion).
- See levels 1, 2, 3, 4 descriptions in policy content for further details.

**Year 3 & 4**

**REWARDS**

**SANCTIONS**

- BEST stamps awarded for following and demonstrating BEST values
- BEST stickers awarded for exceptional effort within completed learning tasks
- Golden time rewards and BEST time rewards are open to all pupils who follow and demonstrate BEST values
- Clubs and representative teams are available to all of those children who follow BEST values
- BEST pupil of the week certificates are awarded
- Bronze, Silver, Gold, Platinum certificates and prizes are awarded when the related BEST reward cards have been completed.
- Postcards sent home
- Verbal praise

- Level 1- Verbal warning for first incident
- Level 2- Repetition of misbehaviour leads to child losing minutes from their next playtime. This is managed by the class teacher.
- Level 2- Parents may be informed of misbehaviour alongside senior management.
- Level 3- Immediate loss of golden time for more serious incidents of misbehaviour &/or loss of lunchtimes &/or playtimes (implemented by senior management). Parents informed.
- Incomplete homework is completed during golden time sessions (teacher discretion).
- See levels 1, 2, 3, 4 descriptions in policy content for further details.

## Year 1 and 2

### REWARDS

- BEST stamps awarded for following and demonstrating BEST values
- BEST stickers awarded for exceptional effort within completed learning tasks
- Golden time rewards and BEST time rewards are open to all pupils who follow and demonstrate BEST values
- Clubs and representative teams are available to all of those children who follow BEST values
- BEST pupil of the week certificates are awarded
- Bronze, Silver, Gold, Platinum certificates and prizes are awarded when the related BEST reward cards have been completed.
- Postcards sent home
- Verbal praise

### SANCTIONS

- Level 1- Verbal warning for first incident or time out/time in (with appropriate adult).
- Incident of misbehaviour- child moves card along clouds in time increments. Continued misbehavior incurs an additional 5 minutes. (x5 minutes up to 20 minutes).
- Level 2- Repetition of misbehaviour may lead to child losing minutes from their next playtime. This is managed by the class teacher.
- Level 2- Repetition of misbehaviour child moves along clouds again leading to loss of golden time session of the week.
- Level 2- Parents may be informed of misbehaviour alongside senior management
- Level 3- Immediate loss of golden time for more serious incidents of misbehavior &/or loss of lunchtimes &/or playtimes (implemented by senior management). Parents informed.
- See levels 1, 2, 3, 4 descriptions in policy content for further details.

<b>Foundation Stage</b>	
<b>REWARDS</b>	<b>SANCTIONS</b>
<ul style="list-style-type: none"> <li>• BEST stamps awarded for following and demonstrating BEST values</li> <li>• BEST stickers awarded for exceptional effort within completed learning tasks</li> <li>• Golden time rewards and BEST time rewards are open to all pupils who follow and demonstrate BEST values</li> <li>• Clubs and representative teams are available to all of those children who follow BEST values</li> <li>• BEST pupil of the week certificates are awarded</li> <li>• Bronze, Silver, Gold, Platinum certificates and prizes are awarded when the related BEST reward cards have been completed.</li> <li>• Postcards sent home</li> <li>• Verbal praise</li> </ul>	<ul style="list-style-type: none"> <li>• Level 1- Verbal warning for first incident or time out/time in (with appropriate adult).</li> <li>• Incident of misbehaviour- child moves card along clouds in time increments. Continued misbehavior incurs an additional 5 minutes. (x5 minutes up to 20 minutes).</li> <li>• Level 2- Repetition of misbehaviour may lead to child losing minutes from their next playtime. This is managed by the class teacher.</li> <li>• Level 2- Repetition of misbehaviour child moves along clouds again leading to loss of golden time session of the week.</li> <li>• Level 2- Parents may be informed of misbehaviour alongside senior management</li> <li>• Level 3- Immediate loss of golden time for more serious incidents of misbehaviour &amp;/or loss of lunchtimes &amp;/or playtimes (implemented by senior management). Parents informed.</li> <li>• See levels 1, 2, 3, 4 descriptions in policy content for further details.</li> </ul>

This policy also links to:

The Anti – Bullying policy for children.  
E- Safety Policy

