



ST. MARY'S RC PRIMARY SCHOOL BEHAVIOUR POLICY

Mission Statement

St Mary's Roman Catholic Primary School will help every child to reach their full potential in a place where they can love, learn and grow together with Jesus.

- ❖ We will always open our doors wide in welcome.
- ❖ We will always love and care for each other as Jesus taught us.
- ❖ We will always place the Word of God at the heart of our School.
- ❖ We will always worship God our Father.
- ❖ We will always be witnesses to Jesus Christ by following in his footsteps.

At St Mary's we aim to be a welcoming, friendly school, creating an attractive, stimulating environment in which both children and adults feel secure, valued and respected.

We aim for a high standard of behaviour and respect, recognising and regarding children for both academic and non-academic achievements believing that a positive approach encourages everyone to give of their best.

We are aware that we share responsibility for the children in our care, and make every effort to provide the care which any responsible parent would be expected to give.

Parents will have taught their children to respect other people's feeling and property. Parents play the most important role in teaching about ways of behaviour that children begin at home. A home school agreement is signed on entry to the school. We aim to ensure that positive behaviour is rewarded; that inappropriate behaviour is dealt with firmly and fairly. The School Code of Conduct (see below) is framed in such a way as to encourage and reinforce courteous and civilised behaviour – every opportunity is taken to support self-discipline, whereby children are personally involved and accept responsibility for their own actions and behaviour.

We aim to ensure that all children are valued equally regardless of gender, disability, race, faith and culture.

A description of responsibilities for all the members of the school community.

Staff and Governors	Pupils	Parents
To lead by example	To support and care for each Other	To be aware of the school's value and expectations.
To be consistent in dealing with children	To respect each other's property and work	To support the values and expectations of the school
To encourage the aims and values of the school among the children	To listen to others and respect their opinions	To ensure that children arrive on time each day and are collected at the correct time.
To have high expectations of the children	To take responsibility for their own actions and behaviour To do as instructed by all members of staff (teaching and non-teaching)	To keep children at home when they are ill
To meet the educational, social and behavioural needs of the children		To provide the school with a written explanation of reasons

To provide an appropriate curriculum	To observe the Code of Conduct at all times	for any absence. To provide the school with an emergency contact number
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School Code of Conduct

At this school we will:

- Care for each other, respecting the feelings, bodies and property of others.
- Tell the truth
- Be responsible for all our actions
- Always try our best in everything we do
- Tidy up after ourselves and be responsible for our own property and school property
- Make sure that the school is a happy place
- Follow our class rules and school code of conduct

This code of conduct applies to all children on any out of school activities. All school systems will apply. Children who have been given a yellow sheet will not be allowed to take part in any out of school activities e.g. sporting events for one week following the incident.

The ways in which this school encourages good behaviour:

Low level behaviour management strategies	Positive strategies that are used
Eye contact	Non verbal approval
Proximity	Verbal approval/acknowledgement
Refocusing/diversions	Smiley face/stars
Simple directions	House points
Rule reminders	Certificates given in weekly assembly
Avoidance of the word 'No'	Send to colleagues for praise
Non verbal signs	Send to Headteacher for praise
Giving a choice	Sharing of success with parents
Giving a warning of a consequence	Golden Time
In-class 'time out'	Raffle tickets
Brief out of class 'time out' (within sight)- or sent, accompanied, to a prearranged alternative class	Class good behaviour trophy

At the end of each term those children who have not received a yellow sheet will be treated to a "party" or event. A clear team system is in place and children are regularly rewarded throughout the day for their good work/behaviour/manners etc. At the end of each term the winning house receives a reward.

The ways in which this school encourages respect for others:

1. Circle work – developing “language of feelings”
2. Role play – listening skills
3. Sharing skills – “news”
4. Conflict resolution skills
5. Themed Assemblies
6. Celebration Assemblies
7. P.S.H.C.E. and British Values throughout the school

Unacceptable behaviour at this school.

We divide unacceptable behaviour into three broad bands:

LEVEL ONE: Misbehaviour that can be effectively managed within a classroom environment by the classteacher.

LEVEL TWO: More serious misbehaviour that is not so easily managed within a classroom environment. Classteacher may involve parents. Notification of other staff, Head of KS1, Deputy Head.

LEVEL THREE: Very serious misbehaviour or persistent Level Two misbehaviour. Formal involvement in the Headteacher and parents. Additionally, other outside agencies may also become involved (for example, EP).

Sanctions/Strategies

LEVEL ONE By Teacher	LEVEL TWO By Teacher/Head of KS and or DH	LEVEL THREE Headteacher
Eye Contact	‘Time out’ in the classroom	Headteacher informed immediately
Repositioning of children	Stay in at break time (in a supervised area)	Formal chat with Headteacher (child)
Peer reminders (used sensitively)	Taking work to finish at home	‘Time out’ with Headteacher supervision (internal detention) and or lunchtime detentions
Reminder of Code of Conduct	Sharing of information with other Staff	Parents invited into school for discussion with Headteacher
Private discussion with child	Loss of privileges/choice of activity	Action plan agreed involving school and parents
Losing Golden Time for Foundation Stage/KS1	Persistent unacceptable behaviour – parents informed by classteacher, informal meeting, discussion with parents, home/school report book introduced.	Behaviour contract supervised by Headteacher
Yellow sanction sheet for child to complete with teacher if necessary about impact of behaviour.	Yellow sheets can be given unless persistence has resulted in 3 being given in one week. If this occurs Headteacher will issue a red sheet and parents will be brought in for discussion.	Involvement of Other Agencies
		Exclusion (see below)

Exclusions

We have an opportunity to offer a re-set place in another local primary school for children whose behaviour continues to cause problems. This place would be for 2 weeks and would allow the child to 're-set' and then hopefully be reintegrated back into the home school. This requires parental/carer agreement and seeks to avoid exclusion.

In cases of persistent unacceptable behaviour (Level Three), and where the other sanctions/strategies listed above have been exhausted, or in cases of serious unprovoked physical abuse the Lancashire guidelines for good practice will be followed. Initially, any exclusion will be for a temporary fixed term (normally a period of up to five days), and if necessary permanent exclusion may be considered (in consultation with the Governing Body).

Unacceptable Behaviour

LEVEL ONE	LEVEL TWO	LEVEL THREE
Not on task	Persistence of Level one	Persistence of Level two
Disrupting another child, chatting in class	Incomplete tasks (deliberate)	Major disruption of class activity
Distraction, interruption	Refusal to work	Vandalism of school building, property
Answering back	Defiance	Repeat incidents of bullying.
Not taking instruction	Deliberate destruction of another child's piece of work	Racial abuse
Telling lies/getting others into trouble	Minor vandalism	Aggressive violent behaviour, causing deliberate injury
Minor bad language	Stealing/intent to steal	Abuse/threatening behaviour towards children/staff/parents
Inappropriate movement around the classroom/school	Direct verbal abuse	Dangerous refusal to obey instruction
Rocking back on chairs	Unsafe behaviour	Leaving school premises without consent
Careless damage	Intimidating behaviour	
Playtime incident (first occurrence)	Isolated acts of violence – kicking, hitting, thumping etc	
	Persistent name calling	

All incidents of a racial nature, fighting and swearing go straight to the Headteacher.

All low level incidents are given a warning. If it is repeated a yellow sheet is given which is completed by the child with support of a teacher if needed. This asks the pupil to think about their behaviour, its impact on others and how they will need to improve their behaviour. A yellow sheet means that children will miss the whole school reward at the end of each half term. Up to 3 yellow sheets can be issued in any week. A fresh start is made each week and yellow sheets are not carried forward. 3 yellow sheets warrant a red sheet and referral to the Headteacher. The Headteacher will record on a red sheet and records kept. Parents informed if it is persistent. In Key Stage 1 the sheets will be completed by staff with the child. The lunchtime supervisors will all follow the same practice to ensure consistency.

At Level 2:

Yellow sheets can be issued but a red sheet can be issued immediately if the situation warrants this.

- A child is referred onto the Head of Key Stage
- If repeated Deputy Headteacher informed.

At Level 3:

- Level three – Headteacher: recorded in the behaviour file.

Physical restraint of a pupil

In very rare situations, where a child is refusing to follow a reasonable instruction to stop their behaviour, which may:

- Be causing harm to themselves or another person
- Involves damaging property.

The law allows staff to physically restrain a pupil using “reasonable” force. This applies to all paid employees, should an occasion arise where physical restraint would be deemed necessary. Should a child ever be physically restrained, then the parent of the child would be notified.

Staff accused of misconduct are covered under the allegations policy. This includes pastoral support for staff and support for pupils through a multi agency approach for those children who persistently display disruptive behaviour.

Anti –Bullying Policy

The school will not tolerate bullying in any form. A clear anti bullying policy is in place and regular assemblies take place to ensure that children know what it means and what to do if they feel they are being bullied. This applies to on line bullying.

Behaviour monitoring

The behaviour lead teacher gathers sheets each week to identify repeat offenders and strategies put in place to support those pupils e.g. home/school reports. Playground hotspots are also identified by this process. Behaviour issues are part of the weekly staff meeting to ensure all staff are aware of incidents.

Governing Body

The Headteacher reports on behaviour incidents to the full governing body each term. Incidents of bullying are recorded. There is a behaviour and safety section on the school improvement plan each year to continue to monitor and improve behaviour within the school.

Pupils conduct outside the school gates

Staff have the power to discipline pupils for misbehaving outside the school gates “to such an extent as is reasonable.” This includes behaviour witnessed by a member of staff or reported to the school by another person.

This could include misbehaviour when:

- Taking part in school organised activities, e.g. offsite visits, residential visits, when representing the school
- Travelling to and from school
- Misbehaviour when wearing school uniform
- Or any misbehaviour at any time that could have repercussions for the orderly running of the school, poses a threat to another pupil or member of the public, could adversely affect the reputation of the school and includes misbehaviour on line.

In all cases the child will be disciplined when they are on school premises or when the pupil is under the lawful control of a member of staff (offsite visits and residential visits.)

Confiscation of inappropriate items:

The general power to discipline, enables a member of staff to confiscate, retain or dispose of a pupils property as a punishment, so long as it is reasonable in the circumstances. The law protects staff from liability of damage to, or loss of confiscated items, provided they acted lawfully.

Once an item is confiscated, the member of staff must make an effort to keep the property safe. The confiscated item must then be returned to the child's parent, at which time, the member of staff will explain to the parent why the property was confiscated.

Staff also have the power to search without consent for prohibited items, including;

- Knives, weapons
- Stolen items
- Cigarettes, lighters, matches (including lighter fuel and propellants.
- Drugs, alcohol
- Fireworks
- Pornographic material
- Any article that could be used to commit an offence, damage property or cause injury to self or another person.
- Any item banned by the school rules (mobile phones)

Where appropriate, items may be handed to the police. The Headteacher will decide whether it is appropriate to involve other outside agencies e.g. Children's Social Care.

Dealing with inappropriate behaviour of parents, visitors and other adults in school

Legal Duty

The school has a duty of care to ensure that its premises are a safe place to work and visit and must therefore deal effectively with any rude or aggressive visitors to the school, including parents.

School sits on land that belongs to the Diocese and Local Authority, so only persons with the "right" to be there, are allowed on the school premises. That "right" is determined by the Headteacher and Governing Body. This can be extended to pupils, parents, staff, contractors and other workers and visitors, however, all persons on site are expected to behave appropriately and, if they do not, the school must take action that it considers necessary to prevent a repeat of that behaviour.

Inappropriate behaviour

This includes causing any kind of nuisance or disturbance, such as:

- Refusing to follow reasonable instructions of staff; e.g. refusing to move from a specified location, to cease behaving in a certain manner, refusing to leave the site when reasonably asked to do so, causing an obstruction or health and safety hazard.
- Being verbally aggressive, e.g. swearing, threatening or shouting at others on the premises, including other visitors to the site.
- Being physically abusive, e.g. taking an aggressive stance, threatening to strike someone or assaulting another person, including other visitors.

School will respond by:

- A verbal warning- a senior member of staff can ask the person to stop behaving inappropriately and to leave the premises. The information will be recorded.
- A warning letter- sent from the authority.
- The police being called if their behaviour warrants this.
- A banning letter- if the incident is sufficiently serious or it is one of a series of incidents, the Headteacher ask for a letter to be issued by the authority legal team.

Reviewed by: Laura Wolstenholme

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