



Policy for Behaviour and Discipline

Further References

Policies: *Health and Safety*
 Policy for Child Protection
 Safe Use of the Internet

Documents: *Home/ School Agreement*
 Working and Playing Happily Together

Philosophy and aims

At Leftwich Primary School our behaviour policy is rooted in the belief that all members of the school, regardless of age, race, colour, religion or disability:

- Are of equal value as human beings
- Have a valuable contribution to make to the life of the school
- Are responsible for their own actions

Our belief is that teachers should be able to teach and children able to learn, in a safe and ordered environment. Bad behaviour disrupts these processes. Our aim is to actively encourage and celebrate good behaviour. To achieve this we regularly review our approach to behaviour and discipline.

Good behaviour and discipline stems from a partnership between home, school and the child. It is the responsibility of everyone connected with our school to ensure that behaviour management is consistent and appropriate. We value our links with the community and partnerships with parents.

Throughout the school we encourage, reinforce and acknowledge good behaviour with a variety of incentives. Where necessary we modify inappropriate behaviour with positive reinforcement and a variety of sanctions.

Rules

Class rules are displayed in a child-friendly format in each classroom. Each year, individual classes discuss the school rules and the classroom 'golden' rules which complement the school rule system.

School Rules

- 1 Be thoughtful in their work and play and not upset others with their words and actions
- 2 Be polite and helpful and do what they are asked the first time
- 3 Always try to do their best
- 4 Move around the building sensibly
- 5 Look after our school, both inside and out

Class 'Golden Rules' in the infant classes are as follows:

- We always tell the truth
- We look after each other and the things we use
- We listen to our teachers and do as we are told
- We always try our best

Class 'Golden Rules' in the junior classes are as follows:

- Do work hard *don't waste time*
- Do be gentle *don't hurt anyone*
- Do be kind *don't hurt people's feelings*
- Do listen to people *don't interrupt or shout out*
- Do be honest *don't cover up the truth*
- Do look after property *don't waste or damage things*

At Leftwich Primary School we have a clear code of conduct based on a balanced combination of rewards and sanctions delivered in a positive atmosphere.

Rewards

At Leftwich Primary School, we believe all pupils should be encouraged to do their best and their success will be recognised.

We will reward good work with:

- Praise – verbal and written
- Stickers
- Letters to parents
- Display of good work in classroom around school
- Work shown to Headteacher or other members of staff
- Certificates of Achievement
- Comment in Emotional Literacy Book

Each class has its own 'internal' reward system which ties in with the whole school scheme. Golden Time is awarded to each class for good behaviour.

Houses and House Point System

Every child belongs to a house (red, yellow, green or blue). House points are awarded for effort, achievement and good behaviour both in class and during playtimes. Midday Assistants play an integral role in the recognition of consistent good behaviour.

House captains count points weekly, and the house with the most points is celebrated as 'House of the Week' during Achievement Assembly on Friday mornings. Additionally, the children attend termly House Meetings to encourage one another and discuss initiatives.

Achievement Assembly and Achievement Certificates

Every week each class selects a child to be the 'Star of the Week'. During Achievement Assembly a certificate is awarded by the Headteacher and the child's achievements are celebrated by all. Class members are invited to record celebrations and comments relating to the 'star' and these positive comments about the child are recorded in their Emotional Literacy books. Teachers ensure that every child in the class has the opportunity to be the 'star'.

Golden Time

Golden time is the reward scheme linked to the 'Golden Rules' used in Key Stage 1.

In the infant classes each child begins the week with approximately 30 minutes of 'golden time'. This period of time is set aside from the timetable during the week for children to engage in different activities (suggested by the teacher or chosen by the children).

If a child disregards a 'golden' rule, then he/she loses a part of his/her golden time and must sit apart from the rest of the class for that period of time. They may then join in with the activities.

Sanctions

When behaviour problems occur, we always try to listen and endeavour to establish the facts but this is not always an easy matter. Only when we are certain of the facts can we then judge and then we must apply rules firmly and fairly.

In the classroom the following steps are followed and used consistently by all:

- Discrete reprimand
- Verbal warning of consequences
- Withdrawn from group within the classroom
- Withdrawn from the classroom to stand in the corridor for 5 minutes (max)
- Temporary withdrawal to another teacher or quiet area
- Loss of privileges (golden time, membership of a school team, part in a school play or class monitor)
- Staying in at playtime under teacher supervision
- Informal discussion of behaviour with parents/guardians

Serious misbehaviour might require the following sanctions:

- Loss of privileges
- Behaviour recorded
- Parental involvement (may be several minor occurrences or a major misdemeanour)
- Exclusion (formal or informal)

N.B. The Headteacher and Deputy Headteacher must be involved in the application of any of the sanctions for serious misbehaviour and only the Headteacher can decide to exclude a pupil.

Parental Involvement

The level of communication between parents and staff at Leftwich Primary means that teachers are able to use their professional judgement as far as individual children and incidents are concerned. If a child's behaviour warrants discussion, then one of the following methods may be used:

- An informal conversation after school
- Parents may be asked to come in before/after school
- Discussions may be held involving parents, teacher and child
- Regular communication may be arranged

Recording

Teachers may feel it necessary to keep a record of recurring behaviour on the school's tracking system (SPTO) in order to identify an emerging pattern or to inform future discussions with a child and/or parent.

In instances of repeated poor behaviour, where there is a particular concern, teachers are asked to keep a written record. Where possible, this takes the form of a home/ school report book which ensures partnership with parents and carers.

Exclusions

A decision to exclude a pupil from this school will only be taken:

- In response to serious breach of this school's discipline policy; and
- If allowing the pupil to remain in school would seriously harm the educational welfare of the pupil or others in the school.

Unacceptable behaviour which might result in exclusion includes:

- Fighting
- Verbal abuse
- Physical violence
- Bullying
- Racism
- Vandalism
- Theft

At Leftwich Primary we take a very serious view of incidents of this type and in extreme cases the head teacher has the power to exclude for a fixed period of time or permanently.

If a pupil's behaviour leads to exclusion we will follow guidelines provided by Cheshire County Council and parents will be informed of actions taken.

Reviewed and approved by the Governing Body – September 2017

Signed (Chair of Governors): _____ Date: _____

Signed (Headteacher): _____ Date: _____