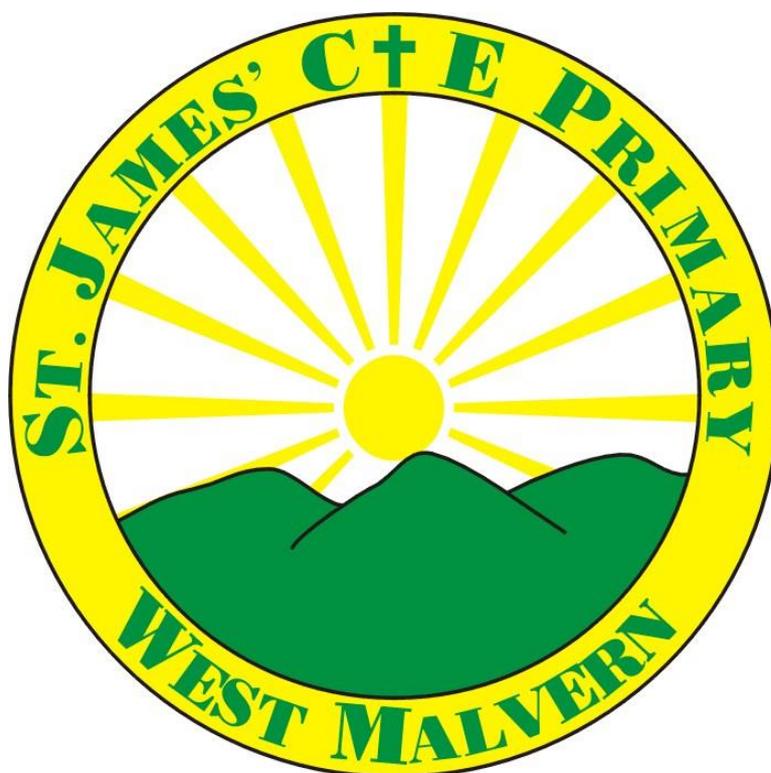


# St. James' CE Primary School



## Behaviour and Discipline Policy

*Learning Together: Caring Together*

Policy Reviewed: January 2018

Date Approved by Governing Body: January 2018

Review Date: January 2020

# BEHAVIOUR AND DISCIPLINE POLICY

**‘The Fruit of the Spirit is Love, Joy, Peace, Patience, Kindness, Goodness, Gentleness, Faithfulness and Self Control’**

All children should learn how to behave properly as part of God’s family and therefore need a positive structure of reward to help them progress towards self-discipline. The purpose of this policy is therefore:

- To encourage good behaviour.
- To share with the children the Christian values that underlie the school’s ethos and therefore this policy.
- To establish a clear system of rewards to show approval.
- To establish a clear system of sanctions to show disapproval.
- To involve parents in order to give the children consistent messages and to increase parental accountability for children’s behaviour.
- To encourage the children to take responsibility for their own behaviour.
- For the children to understand that they can make amends for lapses in their behaviour and can move on from them.

## **Behaviour expected in school:**

1. Children should show respect and care for each other and adults by:
  - a. Being polite to others.
  - b. Being honest and truthful
  - c. Conducting themselves in an appropriate manner.
2. Children should take care of the buildings, equipment and the environment of the school. They should show respect for the work and property of others.

## **Unacceptable Behaviour:**

We will not tolerate violence whether physical or verbal, bullying, homophobic, racial or sexual harassment, rudeness, unkindness or swearing.

Any of the above behaviour will be reported in the school’s ‘Incident Book’. There are incident books in each classroom, one in the office for lunchtimes and one in the Headteacher’s office. These are reviewed regularly by the Headteacher and incidents of homophobic, racial and sexual harassment are reported to the Full Governing Body through the Headteacher’s Report each term. If there are any ongoing issues, the Head will discuss these with the Chair of Governors as a matter of urgency.

## **Forgiveness:**

Children will learn that although we make mistakes it is important to acknowledge them, to make restitution where possible and that this is often includes making an apology. A true

apology recognises that something must change following the apology (i.e. behaviour, attitude) and that forgiveness should be sought and also offered. Children are asked to consider the following:

- I'm sorry for...
- This is wrong because... ☒ In the future I will... ☒ Will you forgive me?

This approach is promoted explicitly throughout the school and is a key Christian value and approach.

### **Children learn what is expected of them and our Christian values through:**

- The example of all adults.
- A positive atmosphere of mutual respect and the encouragement of good behaviour in class and throughout the school. Children will be trusted, valued and given responsibilities.
- Our values used in daily acts of worship
- PSHE(C) lessons (including Philosophy for Children) and Circle time; these will be used to:
  - Enable the children to identify their own feelings and appropriate responses.
  - Discuss in a non-threatening situation hypothetical and real conflict situations and appropriate responses.
  - Learn how to keep themselves safe and to understand what constitutes bullying.
  - Develop strategies that they can use to build their own self-esteem and to deal with conflict between peers.

### **Strategies used by staff to encourage a positive attitude to individual behaviour:**

- Offer a choice – then praise children who make the 'right' choice. E.g. 'You can choose – finish your work now or at playtime'.
- Use language that assumes compliance rather than appearing to offer a choice. E.g.: 'Sit in your place – thank you' NOT 'Will you sit down please?'
- Use the 'Three What's':
  - What are you doing?
  - What should you be doing?
  - What I need you to do now is... (Assume compliance and walk away!)

This list is by no means exhaustive but they are handy tools!

### **Rewards for good behaviour:**

- Children gain points, golden minutes or merits (depending on the class) which are awarded for positive behaviour, trying hard, showing good attitudes etc.

- Children may be commended for their behaviour and asked to visit the Headteacher; they may be rewarded with a special sticker. If appropriate a record of this will be sent home in the orange Home Liaison Books.
- Whole class good behaviour will be rewarded by a nugget – these are counted up each Friday in our Celebration Assembly.
- They may earn stickers or Golden Time (class dependent).
- A message is sent home congratulating a pupil on their attitude or behaviour.
- Informal discussion with parents.

### **Sanctions for poor behaviour:**

- Verbal warning.
- Recording in 'Incident Log'.
- Being kept in at playtime/withdrawal of certain privileges.
- Removal of privileges (or 'Golden Time').
- Involvement of Headteacher.
- Involvement of parents.
- If the offence is more serious, all parents concerned will be notified as soon as possible and certainly on that day.
- In cases of verbal or physical\* abuse of a member of staff, or another child, a child may be internally excluded\*\* for up to 3 days.
- For further offences a child may be excluded from the school for up to 5 days, in line with the LA guidelines; with the possibility, in extreme cases, of a child being permanently excluded.
- However it is the policy of the school to involve and inform parents with the aim that this final sanction will not be required.

### **Use of reasonable force to restrain a child:**

Staff are reluctant to use 'reasonable force' to restrain children and will only do so in exceptional circumstances, i.e. where the child is at risk of seriously injuring himself/herself, or any other person. All teaching and support staff are currently trained within school to use Positive Handling through the Team Teach programme.

In the extreme case of bad behaviour the LA Exclusion procedure, which has been adopted by the school, will be implemented.

\*Verbal or Physical Abuse – swearing at a member of staff (not just using inappropriate language in conversation) or hitting or throwing things at a member of staff with the aim of deliberately causing injury (not accidentally).

\*\*Internal Exclusion - child is separated from rest of class and completes work set, usually with the Headteacher.