

St Lawrence CE Primary School



Behaviour Policy

Ref : STLAW.005
Version 4.0

Revised: June 2019

Consultation with staff and Governors

and adoption of policy: Summer Term 2019

Review date: Summer Term 2021

1. Relationship to school aims

The delivery of our school aims is fundamental to the success of St. Lawrence Primary School. The following policy supports these aims.

1.1. Achieving our aims

All members of our school community are expected to work hard to make St Lawrence Primary School a secure and enjoyable environment for learning to take place. We should try to be courteous and polite at all times and careful and thoughtful of others in everything we do.

We feel that the ethos of doing our best and the positive atmosphere of our school makes our children happy and well motivated. This positive attitude is central to the 'St Lawrence Way'

*Listening and Learning
Respecting and Caring
Trusting and Forgiving
Helping and Supporting
Smiling and Inspiring.*

We value with a positive regard others whose ethnicity, culture, religious affiliation, national origin or national status, or whatever their gender and gender identity and whatever their sexual identity, age or disability is different from our own and we work hard to understand what this means.

The school guiding principles are displayed around the school and in each classroom. The adults within the school discuss these rules at suitable times in assemblies and in PSHE/ citizenship lessons. Some classes have agreed rules in addition to the school rules, but these are founded on the same principle.

Guiding principles

Our principles grew from our framework for developing inspired individuals.

'working together to build a better world by developing inspired individuals to be the best they can possibly be'

Treating each child as a unique individual and tailoring our approach to their personal needs.

Providing a safe, welcoming and happy school where everyone is respected, valued and listened to.

Underpinning our teaching with Christian Values, ensuring our faith is present in all that we do.
Striving to be the hub of our village community and work with communities around our world.
Setting the highest standards of learning and celebrating the achievements of each individual.
Ensuring that our children learn skills that can be drawn on throughout their lives and careers.

2. Rewards

We feel that a high priority should be given at all times to the recognition and praise of high standards.

These include the following:

- Praise and thanks from all adults and peers in
 - i) class
 - ii) assemblies – acts of worship
- Praise from Head of School
- Pennies of Kindness. Pennies of kindness are awarded to all children by all members of the school community. They are given for kindness to others and putting others before ourselves. The pennies can be saved to purchase specially chosen gifts. The gifts are displayed in a cabinet outside the school office. The choice of gift is determined by the children led and managed by the school council.
- Verbal or written comments to parents about good behaviour or work. Written feed-back consists of 'notes' sent home naming the child and the positive feedback.

As a staff we feel that our time and effort should be spent on praising and rewarding positive behaviour. We feel that generally those children who have a need to gain attention soon learn that positive behaviour gains more recognition than unacceptable behaviour. We aim to make our school a place where high standards are expected at all times.

3. Sanctions

The purpose of having clear and unambiguous sanctions is to ensure that children can see that any unacceptable behaviour will be dealt with and to give the children opportunities to moderate their behaviour.

3.1. In the Classroom

- Step 1 – Verbal warning
- Step 2 – Verbal warning & child moved to another table / area
- Step 3 – Time out to another class / member of staff. This will mean the misdemeanour will be noted in the class behaviour book and parent will be informed.
- Step 4 - continuous misbehaviour or more serious incidents results in loss of whole or part of playtime (if missing more than 5 minutes of playtime, must be logged with a reason).

Professional judgement of teachers will be applied throughout the above steps.

On rare occasions, children may persist with unacceptable behaviour in the classroom. In this event children should report to the Head of School (or senior teacher in her absence) to explain their behaviour. They will determine any further sanctions. When children are sent to the Head of School, the class teacher should always speak with the child's parents at the end of the day (in person or by phone where appropriate) about their child's behaviour. The child's name will be entered in the 'Behaviour Log Book'. This is kept in the head of School's office.

If there is a repeat of poor behaviour or a child has deliberately harmed another child, then a letter will be sent to parents inviting them to a meeting in school to discuss their child's behaviour and discuss what action the school/ parent will take to resolve the situation.

3.2. Educational visits

When children are taking part in school organised educational visits or residential activities the following procedure to manage inappropriate behaviour is in place:

- Step 1 – Verbal warning
- Step 2 – Verbal reminder of warning and child moved to be with the teacher leading the visit.
- Step 3 – Child removed from immediate area for 1:1 time out and discussion with a member of the school staff. Other children in this staff members care must remain in an appropriate child:adult ratio.
- Step 4 – Where appropriate and necessary (in cases where the child's behaviour poses a risk to others) the teacher in charge of visit should either telephone school to arrange for the parent to collect their child from the visit or for the Head of School to collect the child from the visit and return them to school. The head of School holds relevant car insurance and the parent will be informed that this action will take place.

3.3. Walking to and from school

At these times the children are the responsibility of their parents. When a complaint or concern is brought to the attention of the school about a pupil's behaviour during these times, the school will notify the child's parents of the reported concern and inform them that this has been brought to our attention and so are required to act upon it. We will ask parents to follow up this incident as they feel appropriate. If we receive repeated complaints and reports regarding the same child's behaviour when walking to and from school, we will ask parents to accompany their child during these times. The school will monitor these reports and complaints.

When a child is reported to us as demonstrating unacceptable behaviour whilst wearing school uniform in the wider community, the action in 5.3 will also apply.

4. Persistent Misbehaviour

Serious breaches of discipline are recorded in the Behaviour Log Book and this provides a record of action taken and also a reference point if poor behaviour continues and further action has to be taken.

If a child misbehaves regularly and fails to respond to initial action to modify this behaviour, parents will be consulted. Areas of risk may be identified, so that the child may be kept clear of these situations and an 'Individual Behaviour Programme' including a daily Behaviour record book may be used.

5. Bullying

We acknowledge that on occasions bullying may happen at our school. This is totally unacceptable and is taken very seriously. Children, friends or parents are encouraged to report any incident, fear or feelings in this area to the Class Teacher or Head of School immediately.

A separate Bullying Policy has been written and implemented.

6. Physical Intervention

Whilst at all times we will focus on strategies to avoid, defuse or de-escalate confrontational situations with pupils there may be rare times when we have to physically intervene to ensure that pupils do not inflict injury to themselves or others, or do serious damage to property. All members of staff are aware of the regulations regarding the use of force by teachers, as set out in DfES circular 10/98, relating to section 550A of the Education Act 1996: *The Use of Force to Control or Restrain Pupils*.

Staff will only intervene physically to restrain children or to prevent injury to a child, or if a child is in danger of hurting him/herself. The actions that we take are in line with government guidelines on the restraint of children. *Please see the school's own policy on restraint.*

7. Exclusion

If the Head of School deems a form of misbehaviour to be extremely serious, she has the right to exclude a child temporarily or permanently from the school. This is done in accordance with guidance from the Department of Education and following consultation with the Governing Body.

8. Outside Agencies

We work through a multi-agency approach to identify and seek help for those children who have emotional and behavioural difficulties and consult with the EBD support unit, education welfare officer, psychologists and doctors to ensure that we offer the best possible support and help for both the child and those around him/her.

Approval Information - Governors

Position	Chair of Governors/Parent Governor
Name	Mr Paul Evans
Signature	
Date	

Position	LA Governor
Name	Mrs Helen Ashby
Signature	
Date	

Position	Foundation Governor
Name	Rev H Morby
Signature	
Date	

Position	Foundation Governor
Name	Mrs P Jones
Signature	
Date	

Position	Co-opted Governor
Name	Mrs Alison Moore
Signature	
Date	

Position	Co-opted Governor
Name	Mrs Rachel Voiculescu
Signature	
Date	

Position	Staff Governor
Name	Mr Laith Al-Asmar
Signature	
Date	

Approval Information - School

Position	Executive Head Teacher
Name	Miss Helen Osterfield
Signature	
Date	

Position	Head of School / Class 1 Teacher
Name	Mrs Alison Moore
Signature	
Date	

Position	Class 2 Teacher
Name	Mr Laith Al-Asmar
Signature	
Date	

Position	Class 3 Teacher
Name	Mrs Claire Standish
Signature	
Date	

Position	Class 1 & 3 Teacher
Name	Mrs Emily Barker
Signature	
Date	

Position	School Business Manager
Name	Mrs Amanda Care
Signature	
Date	

Position	School Administrator
Name	Mrs Michelle Stevens
Signature	
Date	

Position	HLTA
Name	Mrs Kerry Tudor
Signature	
Date	

Position	Cover Supervisor/Lunchtime Supervisor
Name	Mrs Tracey Jenkins
Signature	
Date	

Position	Cover Supervisor/Lunchtime Supervisor
Name	Mrs Caroline Sankey
Signature	
Date	

Position	Cover Supervisor/Lunchtime Supervisor
Name	Mrs Heather Kynaston
Signature	
Date	

Position	Teaching Assistant
Name	Mrs Anita Pollard
Signature	
Date	