

HOLY FAMILY CATHOLIC PRIMARY SCHOOL

SERVING THE COMMUNITY

Behaviour Management Policy

With Christ at the centre, we live, love and learn together, reaching out to all.
Together, with Jesus, we can do it!



This policy has been reviewed in light of the Keeping Children Safe in Education 2016 documentation and reflects DfE Guidance: Behaviour and Discipline in Schools Advice for Head teachers and School Staff (January 2016)

Revised: 25th September 2017 **Date of next review:** To be reviewed annually

Signed: Mrs J. Cook-Hannah **Role:** Chair of Governing Body

Adopted by the Governing Body: 6th December 2017

Behaviour Management Policy

We aim to provide effective teaching in a secure and stimulating environment to enable our pupils to achieve their full learning potential. This behaviour policy sets out how we can achieve our stated aims. We have school rules so that we can ensure that all feel valued and respected and all children can learn to the best of their ability. We teach the children our rules from the time they start at Holy Family and it is **vital** that parents support us by encouraging their child to keep the rules in order to make Holy Family School a happy and secure place of learning for all pupils and adults.

Praise

At Holy Family School we encourage children to follow the school rules by praising them for good behaviour and good learning. The children are praised for keeping the rules and are rewarded in a number of ways, for example:

- House points
- Dojo's using the online Class Dojo toolkit
- Stickers and sticker charts
- Class rewards systems and strategies.
- Mention in special book in assembly
- Certificates for continued good behaviour and work
- Showing their work to the whole class or another class.
- Class display
- Being sent to the Headteacher/Deputy Headteacher to show work or celebrate their excellent behaviour.
- Showcasing excellent behaviour and work on our school Twitter account, Parent App and website.
- Recently introduced Aspire Certificates to award values of 'equality', 'love', 'justice', 'peace', 'selflessness' and 'truth'.

The weekly awards assembly showcases good learning and behaviour and all children and staff look forward to this celebration. Children who receive certificates and rewards have their photo taken and then is displayed on the school website, Twitter and Parent App.

School Rules

In our school:

- We put our hands up for attention and listen to each other
- We always respect each other's property
- We keep our hands and feet to ourselves.
- We do as we are asked straight away
- We are kind in what we say and do
- We work quietly and do our best
- We walk quietly and calmly around the school
- We play sensibly in the playground

The rules set clear limits for behaviour and state what sort of behaviour we want to see from our children. We emphasise the following:

- a) We have rules to ensure that children can learn safely and happily.
- b) Each child makes a choice to break a rule.
- c) The consequences are non-negotiable and all children start afresh each day.

We give lots of praise and reinforcement for responsible behaviour.

Ways to support good behaviour:

We recognise that some children find it difficult at times to maintain good behaviour. We will support them by also offering “thinking time” in a designated place in the classroom.

Consequences

If a child chooses to break a rule we have a system of consequences. These are clearly understood by all the children:

- Verbal warning – this may be a warning to one child or the whole class.
- If bad behaviour persists by a particular pupil their names will be recorded in the Class Behaviour Incident file. This information is shared with the child so they know exactly what is being written in this document. If deemed necessary the paperwork is shared with the parent who signs it. If bad behaviour continues, they can be sent to the Deputy or Assistant Head. Often the Class Teacher will inform parents of their child’s behaviour at the end of the school day and get the parent to sign the Class Behaviour Incident file.
- If work is not completed the class teacher will either expect it to be done at lunchtime or send it home to finish.
- If a child is sent out of class or to the Deputy or Assistant Head the incident is recorded in the Class Behaviour/Incident file. Incidents of poor behaviour, aggression, bullying, racism and homophobic are recorded.
- If poor behaviour persists, then the child may be placed on a Behaviour Card which will be sent home to the parents to sign.

The Incidents files are monitored on a half termly basis by the SLT who will identify any pupils whose behaviour is causing a concern and will follow up accordingly.

Occasionally children are referred to the Headteacher if the misbehaviour is deemed serious, for example in the following circumstances:

- Physically hurts another pupil deliberately.
- Takes something which belongs to someone else.
- Swears or makes offensive remarks.
- Persistently verbally abuses another pupil or continues to call names
- Is very rude or aggressive to a member of staff.

- If the behaviour puts other children at risk.
- If a child continues to break the rules parents will be informed by letter explaining our concerns. It often helps to change children's attitude and behaviour when they know that home and school are working together and we have the same values.

Children who continue to break the rules even after parents have been contacted may be the subject of an internal exclusion from their class for a day or more. They will be set work by their class teacher and work under the supervision of another teacher in another class as a punishment. Parents will be notified if this occurs.

Playground Rules

- We are kind in what we say and do
- We respect the adults on duty and do as we are told straight away
- We always tell an adult if we feel frightened or sad
- We play sensibly with the school equipment
- We ask permission to leave the playground
- When the whistle blows, we stand still.
- When the second whistle blows, we walk to our line.
- We walk sensibly and quietly to our classroom

At Holy Family:

- We share our games.
- We do not fight, even in play.
- We do not hit back.
- We do not use bad language.
- We only use school equipment.
- We use the climbing apparatus safely.

Consequences

- Verbal warning – child should apologise to those concerned.
- If the child continues to break the rules he/she will be asked to stand off the playground for a short space of time.
- If the rules continue to be broken, the child will be sent to the Headteacher, Deputy or Assistant Head. Children may be asked to complete a 'Behaviour Reflection sheet' and analyse their behaviour further.
- If there is a serious incident or continual misbehaviour the child will be excluded from the playground for a day or more.
- If a child is involved in fighting, parents will usually be notified.

Bullying

- We do not tolerate any form of bullying whether physical or verbal.
- We encourage children to tell us if they feel they are being teased or hurt in any way as we are a “telling school”.
- We always speak to the children involved and inform parents if it does not stop
- We do all we can to help the child who is being bullied.
- All incidents of bullying are recorded.

Racist behaviour

- We do not tolerate racist behaviour in any form and will always challenge it.
- We will explain to children why it is not acceptable and if it is repeated, parents will be notified.
- All incidents of racist behaviour are recorded.

Physical Intervention

Staff have a duty of care for all pupils in the school and may, as a last resort, have to physically intervene in order to safeguard the welfare of children in their care. (Please see Positive Handling policy)

Exclusions

At Holy Family we try different strategies in order to help a child who finds keeping the rules difficult. However the health and safety of other children has to be our priority as well as the effective education of every class. If a child is affecting others’ safety or education, we may have to exclude him or her from school, either for a fixed term, or in exceptional circumstances, permanently.

We may exclude from school if the pupil:

- Does not keep the rules so that a class is disrupted to the extent that other children’s learning and/or safety is affected.
- Is extremely aggressive, physically violent or rude to a member of staff.
- Persistently refuses to obey instructions from a member of staff.
- Is extremely aggressive or violent towards another pupil.
- Continues to bully another pupil, whether physically or verbally
- Is involved in behaviour that brings the school into disrepute by being involved in any of the above behaviours on the way to or from school, or while taking part in a school visit.

We do all we can to work with parents to prevent serious sanctions having to be used. If children have extreme behavioural difficulties, we would expect them to be on our Special Educational Needs Profile, have an Individual Education Plan and/or Pastoral Support Programme with targets and support for improvement. In the rare event that a

child is excluded from school, where a fixed term exclusion is for more than five days, the Governors' Discipline Committee will meet to consider the exclusion. If a pupil's fixed term exclusions amount to more than fifteen days in one term, the Governors' Discipline Committee will meet to consider the exclusions. Parents are informed of their rights to appeal in the letter notifying them of the exclusion. As soon as a decision to exclude a child is made, the parents or carers are contacted by telephone and are expected to collect their child from school immediately. The parents or carers are also expected to meet the Headteacher to discuss their child's behaviour before he or she returns to school.

How can parents help the school?

It is very important that parents always report concerns to the school, especially if they involve another pupil. It is not appropriate for parents to approach someone else's child or another parent about an incident that may have occurred in school. Matters should always be referred to the school for investigation so that appropriate action may be taken.

We teach the children to:

- Always tell the truth
- To say sorry and to forgive
- It's not all right to fight
- To tell an adult if they are upset or worried

We would like parents to:

- Explain the rules to their child
- Tell their child to seek adult help if they have a problem
- Tell their child not to hit back
- Tell the school if their child is worried about anything
- Let the school deal with any problem rather than contact other parents
- Ensure their child arrives at school and is collected on time
- Make sure their child is wearing the correct school uniform
- Make sure their child has what they need for school, especially PE kit
- Read newsletters and other information so they know what is going on in school
- Acknowledge letters sent home by signing and returning the reply slip where appropriate.
- Be positive and praise their child for their achievements, however small.

At Holy Family we need parental support to uphold our Catholic / Christian values. We know that with your help, we can achieve our stated aims so that all children and adults feel valued, respected and can work to the best of their ability.