



Behaviour Policy

We walk by faith and not by sight: 2 Corinthians 5:7

General Aims

The Academy will create a happy, caring and lively working environment. Every child should find enjoyment in their Academy work and gain satisfaction from his/her achievements.

Our children should begin to acquire a set of Christian moral values, on which their own behaviour is based, such as honesty, sincerity, personal discipline, kindness, consideration and responsibility, to be tolerant to others, respecting their feelings, views and property.

Rewards

We have a positive approach to children with plenty of praise and a reward system. We have in place a Merit Mark procedure and we need to be consistent when giving out points.

We have agreed that the following categories should receive merit marks:

1. Effort
2. Good Work
3. Behaviour.

We agree that a good piece of work, real effort and good behaviour should receive – 1 Merit Mark.

An exceptional or outstanding item should receive – 2 Merit Marks.

Good work is also celebrated by sharing it with other teachers, classes and parents.

To obtain a Merit Certificate, usually presented at whole Academy worship on a Friday morning, a child would have to collect 10 Merit Marks.

Discipline

1. We aim for a rewarding, positive and constructive approach to help children to understand and control their own behaviour, attitudes and their effect on others.
2. There is a code of behaviour, which encourages self-discipline and thoughtfulness for others. Punishment should be seen to be fair and consistent.
3. Our discipline policy is: fair, immediate, designed to encourage children to reflect on their own behaviour, consistent, positive and its aims understood by the whole Academy community.
4. We aim through the Home-Academy Agreement to develop strong links between the Academy and parents to ensure good behaviour.

Our caring Academy community fosters an atmosphere of trust and fairness. Both sides of every question and argument should be understood so that children will feel secure.

How are we to discipline children?

1. Corporal punishment in any shape or form is forbidden by law. A teacher should not punish a child by striking any part of their body.
2. Do we keep children in?
Yes, but only at playtimes for those children who have not attempted to complete work set or have wasted their time in class, or have been anti-social at playtimes. Such children should work in the classroom, dining hall or the hall. Children should not remain unsupervised in the classroom.
3. Do we punish children by making them miss P.E., Games, Swimming or outings?
No, but if it is in the interests of Health and Safety any action that will put themselves or any other child at risk will not be tolerated.
4. Do we take away rewards already earned? No.
5. How do we show displeasure with bad behaviour?
 - a) Obviously showing displeasure by telling off and a verbal warning.
 - b) If misbehaviour persists then time penalties may be used.
 - c) For more serious incidents of misbehaviour this is recorded on our CPOMS system.
 - d) For misbehaviour at lunchtime, the child's behaviour is reported to the class teacher/senior leadership team.
 - e) Time out for the child in another class is used as a cooling down mechanism, which often works as a short term measure.

- f) The child could be isolated within the classroom on a temporary basis to show them that their anti-social behaviour in the classroom will not be tolerated by the teacher or their peer group.
- g) Parents will be informed of specific incidents or unacceptable behaviour if it is deemed necessary.

If the above measures are not succeeding, then behaviour modification and counselling would need to be considered.

Counselling

Our policy promotes the following counselling:

'Our Academy and its disciplinary code will encourage our children to reflect on the consequences of their actions on others.'

Behaviour Modification

Behaviour modification does work in a great many instances. Obviously parents also play an important part in the procedure. The children should know that if their behaviour becomes unacceptable then their parents will be asked to come to the Academy to discuss the matter.

Methods of Consideration

1. The Smiley Face – Key Stage 1
Each day or session the child receives a smiley face or a sad face. After five smiley faces in a row, or other suitably agreed goals, the child will receive a reward.
2. Weekly Report Sheet – Key Stage 2
The teacher and pupil will agree on a target score for each day, which will be reviewed at the end of a week and may be modified if required. Parents will be made aware of the goals that have been set for their child.
The teacher reviews the child's behaviour after each session or day and records this. This report sheet is sent home each evening for the parents to monitor progress, to sign and return it to the Academy the next day. The report sheet is usually seen by the Principal, either at the end of each day or week.

If outside help is considered necessary then the Educational Psychologist and the Behaviour Support Team/Inclusion Support Team can be contacted.

Further sanctions, of which parents would be informed, are

- a) Lunchtime exclusion
- b) Temporary exclusion
- c) Permanent exclusion.

Reasons for exclusion are:

- Physical assault against another pupil or an adult, which includes fighting, violent behaviour, wounding, obstruction and/or jostling.
- Verbal abuse and/or threatening behaviour against another pupil or an adult, which includes threatened violence, aggressive behaviour, swearing, homophobic abuse and harassment, verbal intimidation, or carrying an offensive weapon.
- Bullying, which can be verbal or physical, and this category includes homophobic and racist bullying.
- Racist abuse, which includes racist taunting and harassment, derogatory racist statements, swearing that can be attributed to racist characteristics, racist bullying and racist graffiti.
- Sexual misconduct, which includes sexual abuse, assault and/or harassment, lewd behaviour, sexual bullying and sexual graffiti.
- Drug and alcohol-related behaviour, which includes possession of illegal drugs, inappropriate use of prescribed drugs, drug dealing, smoking, alcohol and/or other substance abuse.
- Damage, which includes damage to Academy or personal property belonging to any member of the Academy community e.g. vandalism, arson, graffiti.
- Theft, which includes stealing Academy property, stealing personal property from a fellow pupil or an adult, stealing from local shops on an Academy outing.
- Persistent disruptive behaviour, which includes challenging behaviour, disobedience and/or persistent violation of Academy rules

Codes of Behaviour

Everyone will act with courtesy and consideration to others at all times.

- 1) Arrive at the Academy on time. The best time to arrive is between 8.30 am and 8.40 am.
- 2) When the bell rings and the whistle sounds, pick up your belongings and walk quietly to your class line.
- 3) Children should not be in the Academy unless they are supervised by a Teacher.
- 4) Move around the Academy quietly and sensibly, no running, as this causes accidents and is very dangerous. We are a walking school.
- 5) Always speak politely to everyone and address staff by name. Bad or offensive language is unacceptable.
- 6) Bullying is totally unacceptable as it shows a lack of respect for others.
- 7) Keep the Academy clean and tidy. This means putting litter in bins and everyone showing respect for Academy property and the property of others.
- 8) Academy uniform must be worn, this includes sensible shoes.
- 9) Jewellery is not allowed in Academy, except pupils may wear stud earrings.
- 10) Toys or valuables are not allowed in Academy.
- 11) The Academy telephone may only be used in an emergency.
- 12) Sweets, including cough sweets, should not be brought into the Academy.
- 13) When travelling to and from Academy or on a Academy outing or sports Occasion, always remember that the Academy's reputation depends on you.

Lunchtime Supervision Procedure

- 1) All Lunchtime Supervisors are to be addressed by name. Name badges are supplied and a child should not use the expression 'Dinner Lady'.
- 2) All children remaining on the Academy premises at dinnertime must comply with the agreed procedures.
- 3) It is expected that all children will comply with the Academy Code of Behaviour during this time. Any incidents of bad behaviour will be noted via CPOMS and reported to the appropriate member of staff before the end of the lunch break. If a child's name is placed on CPOMS' twice then the pupil will be sanctioned by missing some of their lunch break. If however persistent infringements occur, a letter will be sent to the offending child's parents warning them that if the unacceptable behaviour continues, the child will be internally excluded at lunchtime.

Procedure for pupils coming into lunch

- All children will assemble in the main hall after having washed their hands.
- Each class will then proceed to the dining area when instructed by either the Senior Supervisor or the Principal as per the class rota for the day.
- All pupils will sit in the place allotted to them by a supervisor.
- It is expected that all children will eat their meal in a proper manner. Children may talk, but no shouting or inappropriate table manners will be tolerated.
- After children have finished their meal and packed lunches, they must take their tray to the appropriate disposal place, and proceed to the playground by the approved exit.

Wet Lunchtimes

- A decision about wet/inclement lunchtimes will be made in consultation with the Principal /Vice Principal.
- If the children cannot play outside owing to adverse weather conditions, then each class will normally remain in their own classroom.
- It is expected that the children will behave in an acceptable manner and involve themselves in a quiet game or activity. No child should be allowed to simply wander around the room disrupting other activities.
- An activity box, comprising of games, activity sheets etc is available in the classroom for the children to make use of at this time.
- Lunchtime Supervisors will be responsible for the class designated to them during wet lunchtimes by the Senior Supervisor. (For further details see Job Description)
- Children will show respect for the classroom and equipment by tidying up at KS1 Classes and KS2 Classes in preparation for the afternoon session.
- If the children are able to go out on the playground, the pupils should tidy up the classroom first before going outside.

Playground (See Active Lunchtime Code of Behaviour)

- Always speak politely to everyone and address them by name
- Always do as they are asked to by adults
- If pupils do not play appropriately this should be noted on CPOMS, if a name is recorded twice they will be banded from playing on/with equipment or on the playground for a period of time.
- All playtime equipment must be returned to its correct place No child is allowed into the Academy without permission
- Children are allowed to go to the toilet if they have a band from the Lunchtime Supervisor, this must be returned to the Lunchtime Supervisor straight away and not given to another pupil.

Pupil's Time Out

Pupils who are sent to another class as a cooling down mechanism or because of poor behaviour should go to the following classes, this should always be noted. If a child is sent to another class 3 times during a half term period this information should be passed to the Principal or the Vice Principal.

Active Lunchtimes Code of Behaviour

Everyone will act with courtesy and consideration to others at all times.

1. Always speak politely to everyone and address them by name
2. Always do as they are asked to by adults
3. Pupils must play on the equipment sensibly and safely (as per class rota for Key Stage 2 – Friday will be allocated to the best behaved class for that week).
4. If pupils do not play appropriately this should be noted on CPOMS, if a name is recorded twice they will be banded from playing on /with equipment for a period of time.
5. When asked to stop playing on / with the apparatus, pupils should stop straight away
6. All playtime equipment must be returned to its correct place
7. No child is allowed into Academy without permission
8. Children are allowed to go to the toilet if they have a band from the Lunchtime Supervisor, this must be returned to the Lunchtime Supervisor straight away and not given to another pupil.

St Paul's Church of England Academy

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