

FAIRWAY INFANT SCHOOL

Behaviour Policy

November 2018



Adopted by the Curriculum Committee
At their meeting on 20th November 2018
Review date November 2021

Introduction

Purpose:

The purpose of this policy is to ensure that we provide a **consistent approach** to behaviour management throughout the school.

This policy intends to:

- **define** what we consider to be unacceptable behaviour, including bullying
- outline **how pupils are expected to behave**
- summarise the **roles and responsibilities** of different people in the school community with regards to behaviour management
- outline our system of **rewards and sanctions**

Aims:

- children demonstrate their understanding of acceptable behaviour through their actions
- the whole community shows respect and courtesy towards each other
- children know and understand the school/class rules
- there are support systems and strategies in place to promote good behaviour
- any incidents of bullying are dealt with in accordance with the agreed procedures

Wider school goals/ethos:

This policy supports our school goals of:

- everyone will thrive in a secure and safe environment
- the highest standards of behaviour, manners and achievement are paramount

Consultation:

This policy was written by Bridget Davison, Headteacher, in consultation with:

- Acting Deputy Headteacher – during SLT meeting, November 2018
- Teaching staff – sent out via email to all teaching staff, November 2018
- Governors – Curriculum Committee meeting, November 2018

Sources and references:

The Key for School Leaders, October 2018

Procedures and practice

Roles and responsibilities

Governors are responsible for:

- fulfilling their statutory duties in relation to the development and implementation of the Behaviour Policy.
- playing an active role in the monitoring of pupil behaviour (SDP, Leadership and Management Committee Meetings, Review of Policy)

Headteacher is responsible for:

The headteacher is responsible for reviewing this behaviour policy in conjunction with the governing body, the headteacher will also approve this policy.

The headteacher will ensure that the school environment encourages positive behaviour and that staff deal effectively with poor behaviour, and will monitor how staff implement this policy to ensure rewards and sanctions are applied consistently.

Staff are responsible for:

- building good relationships with all the children
- discussing and deciding on the classroom rules with the children at the start of the academic year
- reminding the children of the need to follow the rules
- using circle time and PSED (and appropriate linked curriculum areas) to teach children strategies to deal with managing their behaviour
- praising and encouraging good behaviour
- acting immediately upon any incident of inappropriate behaviour. This is a whole school responsibility and should be shared by all the adults who work in this establishment
- monitoring pupils' behaviour when it encroaches on their ability to learn or others' ability to learn
- informing/involving parents at an early stage if there are behaviour issues
- keeping a behaviour log for individual pupils when this is necessary
- acting immediately on any reported/witnessed incident of bullying
- reporting key information to the head teacher

Pupils are responsible for:

- taking responsibility for their actions
- learning and implementing the school/class rules
- showing respect for others and the environment
- participating in the development of class rules
- talking to an adult when they are aware that they need help managing their own behaviour
- talking to an adult when the behaviour of another pupil impinges on their learning or security
- understanding the need to report any witnessed incident of bullying

Parents are expected to:

- inform the school of any changes in circumstances that may affect their child's behaviour
- discuss any behavioural concerns with the class teacher promptly
- reinforce rules etc. at home
- support the school reward system
- meet regularly with class teacher to ensure any situation is resolved or other measures put in place

Expected behaviour

The basis of this behaviour policy is how we expect everyone in our school to behave.

We should always try to:

- be kind and help each other
- listen and do as we are told
- do our best and work hard
- take good care of my school, my belongings and the belongings of others
- be safe and sensible at all times
- share, smile and be prepared to say sorry
- remember that there is a time for listening and a time for talking

Rewards

- a smile
- verbal praise
- a sticker
- a certificate
- tell another adult

Inappropriate behaviour

- breaking the school/class rules
- being rude or swearing
- deliberately making a mess (lunch, equipment)
- refusing to do something when asked
- breaking equipment or the property of another child
- being disruptive in class or in assembly
- playing in the toilets
- taking the school's property or another child's property
- any form of bullying

Strategies for dealing with inappropriate behaviour

- respond immediately so that the child is aware that their behaviour is inappropriate
- remind the child that **the behaviour** is inappropriate and link this to the rule that has been broken
- calmly remove a disruptive child from the cause
- remove the other children if the child refuses to move
- collect as much information by talking to the adults/children who have witnessed the incident
- discuss the incident with those involved to resolve the problem
- use "Circle Time" to discuss contentious issues
- inform head teacher
- involve parents if the child is not responding
- agree a behaviour chart – rewarding the positive
- keep a behaviour log to monitor an individual child, if necessary
- seek advice of SEND co-ordinator
- request advice from other sources (LBAT)

Consequences for inappropriate behaviour

- a warning look
- a verbal warning
- time out
- sent to another member of staff
- sent to the head teacher

Bullying

Bullying will not be tolerated and will be treated seriously through the behaviour policy. It is important for all concerned to understand the definition of bullying. Our Anti-bullying policy deals with this issue.

Behaviours that will be taken very seriously

- threatening assault or has assaulted a member of staff or other pupil
- behaviour that prevents the class from working
- behaviour that makes the classroom unsafe through misuse of equipment

What will happen as a result?

- removal of the pupil from the classroom (using appropriate Team Teach Positive Handling Techniques)
- removal of the class, away from the disruptive pupil
- arrange a meeting with parents (Record of this meeting must be kept)
- notify head teacher and keep informed of progress

Exclusion

Exclusion is a last resort. The decision to exclude a pupil will only be taken:

- in response to a serious breach of the behaviour policy
- if allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others in the school

Head teacher's responsibilities:

- To inform parents immediately, giving reasons and full details of the incident
- To notify the LA and the Chair of Governors
- To advise parents of the procedures

Governors' responsibilities:

- To establish a Pupil Discipline Committee (3-5 members)
- To make informed decisions based on guidance given by LA and Secretary of State
- To inform parents of any decision made and the reasons for it
- To advise parents of their right to appeal

Inclusion

In accordance with our SEND Policy, we recognise the need to provide appropriate systems and strategies for the behaviour management of all our pupils.

How parents should contact the school to express any concerns

- Make an appointment with the class teacher
- Make an appointment with the head teacher
- If not satisfied contact the Governing Body

Monitoring, Evaluation and Review

The school will review this policy annually and assess its implementation and effectiveness through the school self-review process or earlier if necessary. This policy will be promoted and implemented throughout the school community.

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Signed.....

Date.....

Dharma Mahesan
Chair of Committee