

Behaviour Policy

September 2016

At The Willows **EVERYBODY** has:

RIGHTS

PUPILS

We all have a right to work, play and learn in a friendly, safe and helpful school.

STAFF

We all have a right to teach in a friendly, safe and satisfying school which is supported by the school community.

PARENTS

We all have a right to feel welcome and to know that our children work, play and learn in a friendly, safe and helpful school.

At The Willows **EVERYBODY** has:

RESPONSIBILITIES

We all need to care about ourselves, other students, parents, teachers, belongings, our school and equipment. Here are some examples:

To listen	To be honest
To help	To look after each other
To try our best	To try and understand each other
To discuss	To respect others
To encourage	To work and play safely
To be polite	To share attention
To make time for others	To share equipment
To be on time	To share time
To help others understand	To co-operate
To help others to belong	To ask for help
To try and work out problems in a fair manner	To ask for opinions and ideas
To have a go	

Praise has a reinforcing and motivational role.

Rewards for positive behaviour

This school believes that good behaviour should be rewarded.

This school believes that improved behaviour should be rewarded whether of a temporary or a permanent nature.

Rewards include:-

- Individual – verbal praise, display of work, presentation of achievement certificates, stickers, sent to head/other staff for praise, job responsibilities and attendance prizes. Golden time.
- Group team – table rewards, extra free golden time, treat days.
- Class team – KS1 Behaviour Bear, KS1 Attendance Bee, KS2 Behaviour and Attendance Shields, treat days: sport, art, crafts, educational visits, film etc.

Whole School Reward System: 'Golden Smiles'

As well as the rewards listed above the school has designed and adopted a consistent approach for rewarding and encouraging good behaviour, effort and manners based on the collection of 'smiley face' stamps. Golden smiles faces may be awarded for any actions, deeds or attitudes which are deemed noteworthy and may include:-

Specific rewards system

One golden smile may be given for-

Behaviour examples-

- Walking sensibly and smartly around school
- Exceptional behaviour
- Exceptional manners
- Doing the right thing
- Correcting other children

Work examples-

- The class teacher will reward children in their own class with a golden smile for excellent work for their ability.
- The child may then be sent to A.N other adult (TA, teacher, HLTA, SLT) to receive a further golden smile and praise for the work.
- The child may also be sent to the Headteacher, Deputy Head or Assistant Headteacher to receive a special sticker or a further golden smile (adult to ask child if they have already received a golden smile).
- This is the same for brain-builders homework.

A 'golden smile' or 'smilie' can be awarded by any staff member to any child at any time (including in corridors and assemblies). All staff should carry 'smilies' at all times to reward and reinforce

positive behaviour as it occurs. This reinforces our philosophy that **the care of all our children is the responsibility of all adults in school.**

Grading of reward system-

Foundation-

Smilies to be given to reward behaviour such as tidying, good manners, kindness which will be recorded on the child's individual chart. A special helper is chosen everyday by the class teacher.

Lunchtime supervisors can give out smilies to each class for good lunchtime behaviour.

Smiley face stamper charts have 10 spaces for stamps. Stamps are given for the above behaviours and for receiving a smiley outside the classroom. A completed chart is rewarded with a prize from the class prize box in Nursery. In Reception, on completion of a chart children will receive a prize from the shop (which is based in the classroom). Nursery children will chose a treat from the prize box in the classroom once charts are completed.

Charts are numbered to indicate how many the children have completed.

If a class receives no warnings in a week, they get a special golden time.

If a child receives no warnings in a year, he/she gets a special certificate and possibly a prize. Children who have remained warning free will take part in a treat morning each half term.

KS1-

In Key Stage 1 the golden chart contains 20 spaces. On completion of a chart children will receive a prize from the shop. Charts may be saved up to exchange for a bigger prize.

KS2-

Golden smiles will be issued for the behaviours listed. Good work receives one smile. Exceptional work receives two smiles with the additional smile being rewarded by another adult (see above)

Any noteworthy behaviour	1 Smiley (recorded on class chart)
50 Smilies	Bronze Award (presented in assembly)
100 Smilies	Silver Award (presented in assembly)
150 Smilies	Gold Award (presented in assembly)
200 + Smilies	Platinum Award (presented in assembly)
250+ Smilies	Diamond Award (presented in End of Year Assembly)

Awards will build up over time and are not based on terms. For example, a child may receive their bronze award half way through the Spring term or receive both bronze and silver awards in the Autumn term.

Furthermore, when children have received no warnings for a term/year an additional reward is made. The class teacher holds 'golden tickets' which can be given, at their discretion, to any number of children who may have had a 'blip' with their behaviour and at the time had been given a 'warning'. However, as the term has progressed their behaviour may have been exemplary and towards 'treat day' the teacher may choose these children to receive the 'golden ticket' which means their 'warning' has been 'taken away'.

At the end of a term the child receives a certificate for good behaviour and a choice of a half day activity on the 'treat morning'. The treat morning will be organized within key stages or year groups.

Treat mornings will take place during the last weeks of each term.

If a child has remained warning free this equates to half a day's treat.

Internet Safety

It is hoped that all members of the school community will be responsible users of digital technologies, who understand and follow school acceptable use policy. However, there may be times when infringements of the policy could take place, through careless or irresponsible or, very rarely, through deliberate misuse. It is important that any incidents are dealt with as soon as possible in a proportionate manner. It is intended that incidents of misuse will be dealt with through normal behaviour procedures. On occasions it may be necessary to inform parents / carers and/or remove the child's network / internet access rights.

Sanctions Procedure

	Foundation Stage	KS1	Key Stage 2
1st Warning	Thinking chair. Child's face moved from sunshine to white cloud.	Reduction of next break time (morning break or lunchtime by 5 mins). Child to be kept in own classroom except when class teacher is on morning break duty and then the child is to go to corridor area outside the infant entrance. If a warning is issued in the afternoon, the child misses 5 minutes of their break the following day.	Reduction of next break time (morning break or lunchtime by 5 mins). Child to remain outside the rainbow room under the supervision of a member of the SLT. If a warning is issued in the afternoon, the child misses 5 minutes of their break the following day.
2nd Warning *If children in Key Stage 2 are to miss morning break time then they will not be allowed a morning snack or drink.	Nursery - Thinking chair and sent to W.G Face moved to grey cloud Reception – <u>Autumn/spring term thinking chair</u> <u>Summer term</u> -- Send to adjacent Reception classroom and miss playtime.	As Key Stage 2 but children will miss the first 15 minutes of their lunchtime AFTER they have eaten their meal – this will usually take place in a KS1 classroom. If the child has to miss a break time, they will sit in the KS1 entrance.	If a pupil receives a second warning before the end of the session before break or the end of the full morning session the pupil will miss the first 15 minutes of their lunchtime outside the rainbow room. If a pupil receives their second warning in the afternoon, therefore receiving two warnings in one day, they will miss the whole of the break-time the following day. If a pupil receives a warning in the afternoon and then receives a warning before break the following day they will miss ten minutes from their break-time (5 minutes for each warning as they were given on different days). Loss of 10 and whole break-times will take place in the appropriate corridor.
3rd Warning	Nursery – Thinking Chair + visit to <u>AB</u> or other member of the SLT. Letter sent home to parents. Reception - <u>See AB</u> Child is removed from the classroom and asked to go to an adjacent FS classroom during the autumn/spring term and KS1 classroom	Child is removed from the classroom and asked to go to another classroom. They will remain there until a time stated by the teacher issuing the 3 rd warning. Letter sent home to parents.	Child is removed from the classroom and asked to go to another classroom. They will remain there until a time stated by the teacher issuing the 3 rd warning. Letter sent home to parents.

	<p>during summer. They will remain there until a time stated by the teacher issuing the 3rd warning.</p> <p>Letter sent home to parents. Face moved to black cloud.</p> <p>** If 3 letters are sent home within a half term then a meeting is to be arranged between the pupil, parent, teacher and Head teacher to discuss the child's behaviour and strategies for improvement.</p>	<p>** If 3 letters are sent home within a half term then a meeting is to be arranged between the pupil, parent, teacher and Head teacher to discuss the child's behaviour and strategies for improvement.</p>	<p>** If 3 letters are sent home within a half term then a meeting is to be arranged between the pupil, parent, teacher and Head teacher to discuss the child's behaviour and strategies for improvement.</p>
4th Warning	<p>The child is excluded for the remainder of the school day. This exclusion will either be served in school, where the pupil will be situated in a classroom alone with the supervision of an adult, or at home. Decisions regarding where the exclusion will be served will be made at the Head teacher's discretion.</p>	<p>The child is excluded for the remainder of the school day. This exclusion will either be served in school, where the pupil will be situated in a classroom alone with the supervision of an adult, or at home. Decisions regarding where the exclusion will be served will be made at the Head teacher's discretion.</p>	<p>The child is excluded for the remainder of the school day. This exclusion will either be served in school, where the pupil will be situated in a classroom alone with the supervision of an adult, or at home. Decisions regarding where the exclusion will be served will be made at the Head teacher's discretion.</p>

* For particular children, being sent home after 4 warnings may not be the most effective sanction. Therefore, this sanction reviewed at the discretion of the Head teacher where appropriate.

Playtime and Lunchtime behaviour

- At our school we aim to ensure that playtimes and lunchtimes are a constructive time for recreation, exercise and social interaction.
- We expect the same school rules and standards of behaviour to apply as during the rest of the school day.
- We expect children to respond to the authority of lunchtime supervisors and treat them with the same respect as other adults in the school.

Behaviour Codes

The same codes apply during playtime and lunchtime as with the rest of the school day in order to ensure consistency and high expectations.

Rewards and Sanctions

Rewards

Lunchtime supervisors are encouraged to give out smiley faces for exceptionally good behaviour.

KS1

2 smiley faces per class. Given to whoever deserves them.

KS2

Equivalent of 2 smiley faces per class. Given to whoever deserves them.

N.B. Smiley faces do not have to be given out if no one deserves one.

Sanctions

Sanctions must be fairly and consistently applied and be seen to match the offence in order to be most effective. Responses range from polite reminders to permanent exclusion. Incidents should be investigated prior to issuing a sanction.

No warnings can be given out at lunchtimes.

Playtime and Lunchtime Behaviour (September 2016)

Behaviour	Sanction
<ul style="list-style-type: none"> Being unkind to another child or adult. 	<ul style="list-style-type: none"> Child will be asked to make a verbal apology – spoken sincerely in a complete sentence. Child must receive acceptance of the apology.
<ul style="list-style-type: none"> Racist comment made to another child or adult. 	<ul style="list-style-type: none"> Racist behaviour form completed and returned to LA. Parents of the perpetrator and victim informed by the class teacher. If comment was deliberately meant to cause offence then a red card can be issued.
<ul style="list-style-type: none"> Use of inappropriate language to another child or adult. 	See appendix – (separate attachment held by the school)
<ul style="list-style-type: none"> Failure to follow an instruction set by an adult.(e.g. child refuses to pick up a skipping rope). Low level unwanted physical contact eg push, kick etc. Walking away from an adult when being spoken to. 	<p>10 minutes 'time out' from playtime. Child will be asked to stand alone in a safe place on the yard eg alongside the fence.</p> <p>If this continues warn child this will result in a red card, (give the child an opportunity to redeem themselves).</p> <p>If the child demonstrates secondary behaviour (e.g chuntering under their breath) whilst following your instruction ignore this secondary behaviour.</p>
<ul style="list-style-type: none"> Damage to property, vandalism or theft. 	<ul style="list-style-type: none"> Conversation with parents. Child to go to the lunchtime detention room.
<ul style="list-style-type: none"> Use of extremely bad language directed at another child or adult. Fighting (or unreciprocated play-fighting) Deliberate spitting towards another child. Threats or bullying. Rude to an adult (telling an adult to 'shut up' or 'go away'). Racist incident (see above) 	<p>RED CARD</p> <ul style="list-style-type: none"> Conversation with parents. Child to go to a member of the SLT. If a child receives this sanction twice within half a term they will be excluded for 3 consecutive lunchtimes. This exclusion will either be served in school, where the pupil will be situated in a classroom alone with the supervision of an adult, or at home.

Updated: September 2016

