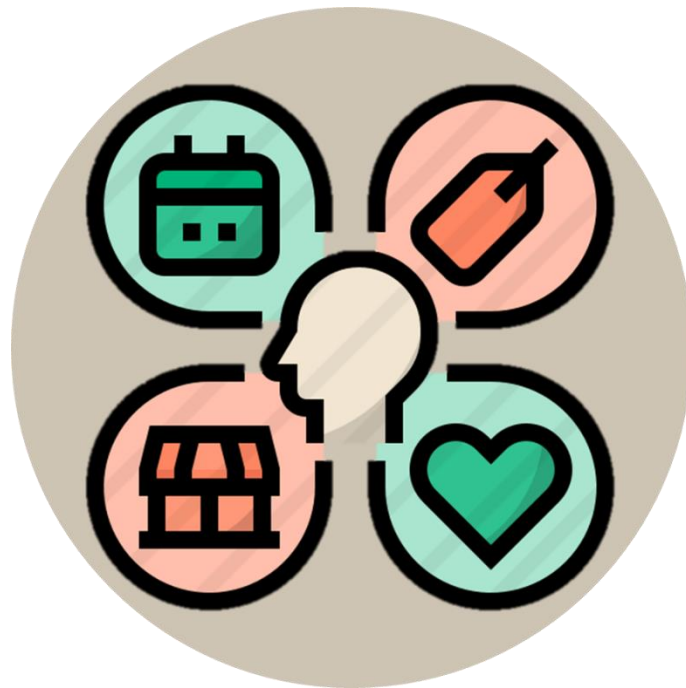




Canterbury Road Primary School

Behaviour Policy



Written/adopted: **December 2023**

To be reviewed: **November 2024**

By: **Mr Pye**

See also Anti-bullying policy

Aim

The consistent use of this policy ensures that children are safe and happy at school. It supports children, staff and parents in knowing what is acceptable at Canterbury Road Primary School and understanding what procedures and systems are in place to ensure acceptable behaviour is fostered and maintained. Our policy encourages children to behave well and to change their behaviour if they do not conform to the rules therefore supporting them to take responsibility for their behaviour.

This policy is based on 'Behaviour and discipline in schools: Advice for headteachers and school staff, January 2016', and meets the requirements of Section 89 of the Education and Inspections Act 2006. The first section sets out what we do day to day to promote good behaviour and the second section called Supplementary Information, sets out other information that relates to other guidance and laws.

6 principles

1. Ensure you remain calm
2. Ensure all staff know the best way to respond to individual pupils and that everyone follows this
3. Ensure children actually receive rewards **every** time they have earned them and receive a sanction **every** time they behave badly; be consistent
4. Carefully follow each stage of the behaviour policy, be consistent
5. Repeat the rules over and over and over and remind children over, over and over that they can win back lost Golden Time.

Our Golden Rules

The rule 'We are respectful' is our main rule and the others support this.

We are respectful.

- We are gentle.
- We are kind and helpful.
- We are honest.
- We look after our things.
- We let ourselves and others learn.
- We keep our hands, feet and objects to ourselves.

Year R - Bumble Bees

Year R follow the rules above but have a different system from the rest of the school due to their age. Each child starts the day with their named peg on the Sunshine. These pegs stay on the Sunshine to show that they are following the rules and behaving well. Pegs can be moved to the Superstar Rainbow if they display outstanding kindness or good behaviour. Pegs can also be moved to the Sad Cloud if the child breaks the rules after reminders of what is expected. Time outs for a few minutes are sometimes used too. Staff will always explain why the behaviour was unacceptable and spend time helping the child understand how they can make the situation right. Once good behaviour is seen, their peg can be moved back to the Sunshine.

Years 1-6

All children's names are displayed on a chart with a space next to their name to add dots and house points. At the end of each day, the total for each child is recorded.

Golden Time All children start the week with the entitlement of 30 minutes of *Golden Time* as a reward for their expected good behaviour. This is held on Friday afternoon and is a time when children can choose their a fun activity to do. Children who have to miss *Golden Time* because they have broken the rules are sent to the deputy headteacher with a sheet detailing lost time. After their allotted time, they are able to join in with their chosen activity. A termly record of lost time is kept and recorded so that patterns of behaviour can be identified and tackled.

House points

These are awarded for keeping the rules and for extra effort etc. The house points are collected from the classes by the Year 5 monitors and certificates given out in *Celebration Assembly* on Fridays. Staff should write the names on the sheet in the register folder so that Mrs Mace can make the certificate.

100 points - bronze certificate

300 points - silver certificate

500 points - gold certificate

700 points - *Governor's award*.

The house with the most house points will have a non-uniform day on the last day of each term. The count will begin afresh each term.

Kindness tokens

Kindness tokens are awarded for kindness, courtesy or thoughtfulness and can be given by staff or children. Three are drawn each Friday assembly to win a small prize.

Star of the week

Each week, every teacher chooses a child to be 'Star of the Week'. This is someone who has done exceptional work, behaved in an outstanding way or achieved highly in some area. It could also be awarded for continuous effort. The child's photo and the reason for its award are displayed in the entrance hall and they have a certificate to take home. These are presented in Friday assemblies.

Consequences for breaking rules**Stages**

1. Reminder of rule.
2. Warning of possibility of dot.
3. If continued, dot next to child's name.
4. If continued in that lesson, another dot and reminder of rule.
5. If continued in that lesson, another dot (3 in total) and 5 minutes of *Golden Time* lost. Recorded next to child's name. Dots should not be carried over from the morning session into the afternoon or from the previous day.
6. For extreme behaviour, the SLT should be sent for. Exits can not be used so send for the SLT is the behaviour is causing this much disruption.
7. The SLT should record when a child is sent to them in the behaviour book. If this is happening once a week or more (or after 3 times in a term), the parents should be called to discuss their

behaviour and arrange a report card and/or PSP (see below). This should also be recorded on the electronic system.

8. For extreme aggression, violence or defiant behaviour the SLT should be sent for.
9. If social distancing rules are broken deliberately the SLT should be sent for immediately and a warning or exclusion may be given.

Children may be kept in during lunchbreak to finish work. Staff should be aware however, of the shortened lunch break and ensure children get some free time. Alternatively, work can be sent home to complete for the next day.

Dots are won back by conforming to the rules in that lesson e.g. when a child settles to work after receiving a dot for talking, the teacher or TA says "Well done, you have worked quietly without calling out, you can rub your dot off' etc. The winning back of dots in each lesson is important as it encourages children to quickly change their behaviour and conform to the rules.

Missing Golden time Golden time is lost in five minute blocks for 3 dots in a lesson. If these were lost for breaking the rules in lesson time then these minutes can then be won back by good behaviour in a lesson i.e. with no dots in that lesson. Each 'good' lesson results in 1 minute being won back. There may be times when Golden Time is lost at other times in the day e.g. at break time and these minutes are won back by good behaviour at break time.

It is essential that children are reminded and encouraged to win these minutes back during the lesson e.g. staff might say 'Remember you can win back a minute golden time in this lesson' and/or 'Well done for your good behaviour so far, I think you're going to win a minute back!' etc. This encourages and supports the child to conform to change their behaviour and conform to the rules.

Online abuse or negative behaviour

See also Anti-bullying policy

Behaviour that contravenes our Acceptable Use of Internet or Online safety policies is covered fully in the Anti-bullying policy. Behaviour of this type whether *in or out* of school is unacceptable and can be dealt with either under this policy or the anti-bullying policy.

Attention seeking behaviour

At times, children may present with attention seeking behaviour that can seem extreme, e.g. banging furniture, refusing to come in from/out to the playground, 'toddler type' tantrums etc. If this is breaking social distancing or putting anyone at risk, the SLT should be called by mobile phone if needed.

Playtime and lunchtimes

Children are supervised at breaks and lunchtimes and expected to follow the rules at these times. Behaviour during breaks/lunch is managed in the same way as it would be in class. Bad language (swearing) or fighting generally results in the child/ren having to miss at least the next day's lunchtime. This may be decreased or increased depending on circumstances.

Children beyond the policy

Occasionally, a child's needs may need more management than this policy sets out. In this case, a personal behaviour plan is drawn up by staff and parents and reviewed regularly. Sometimes, it may be appropriate

for the child to attend school part time for a short time to help them settle and this is done with agreement of parent/s. Exclusions are used rarely and in line with national guidance. These are generally only applied when all other methods have failed or for extreme violence or disruption. Children are set work to do a home and a reintegration meeting is held on return to school. A personal behaviour plan would usually be put into place following an exclusion.

Supplementary information

Confiscation of inappropriate items

The law enables school staff to confiscate items from pupils in two ways - the general power to discipline, and power to search without consent. At times it may be necessary to carry out a search and confiscate items and the law permits staff to confiscate, retain or dispose of a pupil's property as a punishment, so long as it is reasonable in the circumstances. The law protects them from liability for damage to, or loss of, any confiscated items provided they have acted lawfully. Items confiscated will usually be returned in person to the parent/guardian unless they are of a criminal nature. See 'Screening, Searching and Confiscation - advice for head teachers, staff and governing bodies' for more information. The power to search without consent for 'prohibited items' includes any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property and any item banned by the school rules which has been identified in the rules as an item which may be searched for. The school will follow the law on what must be done with prohibited items found as a result of a search.

Power to use reasonable force

The majority of class staff have had training in restraint and are able to use this in the unlikely event it is needed. If staff are not confident or untrained, they should send for the headteacher, Mrs King, to assist. Staff have the power to use reasonable force to prevent pupils committing an offence, injuring themselves or others, or damaging property, and to maintain good order and discipline in the classroom. The Headteacher and authorised school staff may also use such force as is reasonable given the circumstances when conducting a search without consent for articles that have been or could be used to commit an offence or cause harm.

If reasonable force is used, this must be a last resort, considered and used preferably with the prior permission of the headteacher if there is time to seek this. If it is used, staff must take all measures to minimise contact and the time it is used for. All incidents must be reported the headteacher immediately and recorded in writing as soon as possible and by the end of the working day at the latest and parents/guardians informed. Separate advice is available in 'Use of Reasonable Force - advice for school leaders, staff and governing bodies'.

Beyond the school gates

This policy, under the law, gives staff the power to discipline pupils for misbehaving outside of the school premises. It can be applied for misbehaviour to and from school, whilst wearing school uniform or when the child is identifiable as a pupil of the school. It also applies when the pupil's behaviour has repercussions for the orderly running of the school, poses a threat to a pupil or member of the public or could adversely affect the reputation of the school.

Punishment can only be applied in school or when the child is under the lawful control of a member of staff (such as when on a residential trip).

Circumstances when this policy may be applied in this way include online bullying whilst gaming, social media bullying or behaviour to and from school.

Malicious Accusations

In the unusual case of a pupil making a malicious accusation against a member of staff or visitor/volunteer at the school, the headteacher may choose to enact any of the procedures above. This includes a managed move, fixed term or permanent exclusion.

To be reviewed November 2024 or before as needed.

Useful links

<https://www.gov.uk/government/publications/use-of-reasonable-force-in-schools>

<https://www.gov.uk/government/publications/searching-screening-and-confiscation>