

The Moorlands Primary
Federation



Behaviour Policy

The Valley Primary School
office@valley.staffs.sch.uk
01538 702355

Dilhorne Endowed C. E. (A) Primary School
office@dilhorne.staffs.sch.uk
01538 702355

St. Werburgh's C. E. (A) Primary School
office@st-werburghs.staffs.sch.uk
01538 702355

The Moorlands Primary Federation



Introduction

Positive behaviour is integral to all aspects of life and with this in mind we endeavour to ensure that children develop the principles of positive behaviour both in and out of school. This policy represents our school's approach to establishing positive behaviour.

Rationale

All school policies form a corporate, public and accountable statement of intent. This policy has been created based upon a whole-school approach, understood and agreed by staff, children, parents and Governors. This policy is the formal statement of intent for behaviour and discipline. It reflects the essential part that behaviour plays in the education of our pupils. The policy also shows how we, as a school, meet the legal requirements of current Education Acts.

This policy relates to all pupils, staff, parents/carers and Governors of: St. Werburgh's C. E. (A) Primary School, Dilhorne Endowed C. E. (A) Primary School and The Valley Primary School.

Our school vision, aims and objectives

At St. Werburgh's C. E. (A) Primary School and Dilhorne Endowed C. E. (A) Primary School, we believe each person is special and made in God's image. Providing equal opportunities for each member of our school family, we aim to develop his or her potential within guidelines of acceptable behaviour and a set of values which will fit each child for life and the British society in which they live. The achievements of each child are celebrated and the family, the school, and the whole community are valued and respected.

The aim of the staff and Governors is to create a happy, welcoming and stimulating learning environment in which children feel secure and are helped to develop their natural curiosity and academic ability, as well as physical, intellectual, social and aesthetic skills. We aim to foster and nurture the children's spiritual and moral growth and they are encouraged to adopt friendly, caring and considerate attitudes to one another and a respectful polite manner to adults, while at the same time developing a sense of self-reliance, self-respect and sensitivity to other people around them and in the wider community.

In accordance with the 1988 Education Reform Act, St. Werburgh's Church of England School and Dilhorne Endowed Church of England (A) Primary School seek to: "promote the spiritual, moral, cultural, mental and physical development of the pupils" and "prepare them for the opportunities, responsibilities and experiences of adult life."

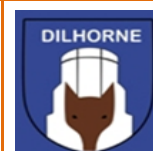
Our Church Schools share Christian values and beliefs, in close association with the Anglican tradition and practice of the Church of England, we lay the foundations of a Christian education, "assisting children to achieve their intellectual, moral and spiritual potential in a caring Christian environment."

The Valley Primary School
office@valley.staffs.sch.uk
01538 702355

Dilhorne Endowed C. E. (A) Primary School
office@dilhorne.staffs.sch.uk
01538 702355

St. Werburgh's C. E. (A) Primary School
office@st-werburghs.staffs.sch.uk
01538 702355

The Moorlands Primary Federation



Although relating specifically to behaviour management and discipline, the aims identified in this policy are also in line with each school's and the Federation's general aims.

We believe each child is unique and we provide equal opportunities for each individual member of our school family to develop towards his or her potential within guidelines of acceptable behaviour and a set of values which will equip them for life and the society in which they live.

Our school aims to create a happy, welcoming and stimulating learning environment in which children feel secure and are helped to learn social skills. We aim to foster and nurture the children's spiritual and moral growth and help them to build positive relationships. Children are encouraged to adopt friendly, loving, caring and considerate attitudes to one another and a respectful polite manner to adults, whilst at the same time developing a sense of self-reliance, self-respect and sensitivity to other people around them in their community and on a wider scale.

We work towards standards of behaviour based on the basic principles of honesty, respect, consideration and responsibility. Acceptable standards of behaviour are those which reflect these principles. Through this policy, these acceptable standards of behaviour are clearly defined and a consistency of response to both positive and negative behaviour is encouraged.

Pupils are encouraged to develop a sense of self-discipline, make appropriate choices and take responsibility for their own actions. These conditions will allow for an orderly community to be maintained, in which effective learning can take place.

We wish to value and reward those children who demonstrate positive behaviour.

We aim to interact with children in the same ways as we would expect others to interact with us by:

- Be respectful;
- Speaking with consideration and understanding;
- Listening to, and taking note of, the views and perspectives of others.

We aim to promote positive self-esteem and to give our children a sense of security and confidence, where boundaries are seen to be fair and consistently applied. Some children may challenge these boundaries and we aim to ensure that all children see that these boundaries are there to help us all to function appropriately for the good of all and that these boundaries are secure.

The involvement of both home and school in the implementation of this policy is important in encouraging the children to grow into responsible citizens, with understanding and care for one another, thus enabling them to live in harmony with others in the world around them.

The Moorlands Primary Federation

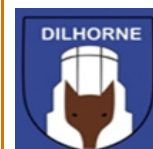


Strategies

To achieve our aims, a number of strategies have been determined:

- Rules which are **set** by the children. These rules and procedures make it clear to the children how they can achieve acceptable standards of behaviour.
- A Reward System which praises and celebrates the positive and good behaviour of individual pupils (school specific).
- A whole-school reward system of Team/House Points which reward pupils individually and as a group. The children are divided into three or four equal teams: distinguished by name (saint's names in our church schools) and colour. Team/House Points are rewarded by all members of staff for any positive behaviour or achievement i.e. good work, polite manners, kindness and support to others, or effort. The pupils who accumulate the most per week receive recognition and at the end of each week/half-term/term/academic receive a reward. Totals for each team are read out in each school's own Celebration Assembly/Worship (school specific).
- A clear set of strategies and sanctions to deal with unacceptable/inappropriate behaviour.
- A buddy system of Playground Leaders (some schools) /friends with representatives from each year group is selected. The Leaders help children who possibly are feeling lonely, teach their peers to play games and encourage other children to play with them play fairly and to make friends. The Leaders are also there to listen to any concerns that the children may have (school specific).
- Each school's School Council has half-termly/termly meetings, supervised by a member of staff to share pupil's ideas and suggestions to help improve the school environment and other areas of school life, of learning and ways to benefit their community. The staff discuss these ideas and offer support, so that pupils have ownership of new initiatives, and want to make them work.
- Staff try to facilitate any pupil issues by solving problems through adopting a caring approach, referring to the school motto and Christ's teaching and the bible where and when appropriate. If and when dealing with incidents, all staff adopt a fair way, using non-confrontational language and encourage pupils to take responsibility for their behaviour. They will listen to all parties involved and encourage pupils to find a fair solution. Where deemed necessary, parents and carers will be informed.
- Staff will share concerns and discuss strategies with each other and, where appropriate, seek advice and support in managing behaviour issues from colleagues and/or specialist outside agencies.

The Moorlands Primary Federation



School Rules

Individual school rules have been compiled and agreed by all staff and pupils. They are to ensure that we carry out responsibilities to have a duty of care for, and secure the safety of, each pupil in our school during school hours, also on educational visits and at school events which are supervised by school staff. The emphasis is placed upon the positive.

Above all, we expect our children to follow their school motto, with both words and actions.

Playground Rules

There are some rules which apply specifically to the playground and outside environment. These vary from school-to-school and are subject to the approval of each school's pupils.

A lunchtime supervisor will be on duty in the playground. Lunchtime incidents may be reported to the child's class teacher and, if appropriate, the School Leader. If a serious incident occurs, the class teacher will speak to the child's parents/carers at the end of the day. A record of this behaviour may be retained when appropriate.

Sanctions

Unacceptable behaviour is rare in our schools. However, there are times when a child may require clear guidance as to what is acceptable behaviour and the consequences of unacceptable behaviour. If pupils continue to break the rules, use aggressive or bullying behaviour, the following sanctions are used, depending on the severity of the incident(s).

A child should always be asked to explain and apologise for their behaviour.

Class-based Sanctions

- Children will be spoken to by the class teacher or Learning Support Assistant.
- Children may be asked to miss a playtime whilst they make amends for their misconduct.
- Removal Time out: from the group e.g. seating away from others in the classroom or placement in another class.
- Behaviour Report: unacceptable behaviour will be recorded with details of the trigger (where relevant), behaviour and consequence. These are copied and placed in the child's file.

The Moorlands Primary Federation



Wider School Sanctions

Children whose behaviour is consistently unacceptable will be referred to the School Leader, Principal or Executive Principal who may discuss behaviour issues with the pupil's parent(s)/carer(s), and agree ways in which staff and parents can work together with the pupil to help him/her manage acceptable standards of behaviour.

- Collaboration with parents through open communication at the beginning or end of the school day, using a Home/School Diary. Daily accounts of behaviour, with positive 'good news' shared wherever possible.
- Use of Behaviour Modification Programmes, as detailed by the Behaviour Support Team and/or the Educational Psychologist. Parental support is sought to ensure continuity.
- Informal regular weekly meetings/telephone conversations with parent(s)/carer(s) of pupils, and pupils where appropriate, to share progress and discuss future strategies/ways to support the child.
- A fixed period of temporary exclusion. Depending on the severity of an incident of unacceptable behaviour, it may be necessary to exclude a child from school for either three or five days. Parents will be notified by phone or at the end of the school day. A letter from the Principal or Executive Principal, confirming the time and reason for the exclusion will follow within one school day. Examples of this unacceptable behaviour might be: physical assault against another pupil or member of staff.
- Permanent Exclusion. The "LA Procedures for Exclusion" are detailed on the County Council website. A child may be permanently excluded for a single significant incident or where three fixed term exclusions have occurred in an academic year and behaviour has not improved. For a timetable on exclusion, see Appendix 1.

Home/school agreement

We give high priority to clear communication within the school and to a positive partnership with parents since these are crucial in promoting and maintaining high standards of behaviour. We acknowledge that in order to maintain high and consistent standards of behaviour, parents/carers, staff and pupils need to work together.

Where the behaviour of a child is giving cause for concern, it is important that all those working in partnership with the child in school, are aware of those concerns and strategies being employed. The key professional in this process of communication is the class teacher who has the initial responsibility for the child's welfare. Early warning of concerns should be communicated to the Executive Principal and/or the School Leader so that appropriate strategies can be managed before more formal steps are required.

We believe that a positive partnership with parents is crucial to building trust and developing a common approach to behaviour, expectations and strategies for dealing with problems. We encourage parental participation in many aspects of school life. This participation assists the development of positive relationships in which parents are able to support the school in dealing with difficult issues of unacceptable behaviour.

The Valley Primary School
office@valley.staffs.sch.uk
01538 702355

Dilhorne Endowed C. E. (A) Primary School
office@dilhorne.staffs.sch.uk
01538 702355

St. Werburgh's C. E. (A) Primary School
office@st-werburghs.staffs.sch.uk
01538 702355

The Moorlands Primary Federation



Any behaviour concerns will be communicated to parents at an early stage, and there will be an opportunity to discuss the situation. Parental support will be sought in devising a plan of action within this policy, and further disciplinary action will be discussed with the parents.

Equal Opportunities

This policy applies to all staff and pupils within our school, regardless of age, gender, culture, religion or race.

Signed: **School Leader**

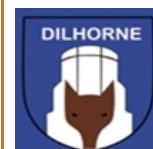
Signed: **Principal**

Signed: **Executive Principal**

Date: Jan 2015

Review Date: Jan 2018

The Moorlands Primary Federation



APPENDIX 1 : TIMETABLE TO REVIEW EXCLUSIONS

Based on the number of school days in a term that the pupil has been excluded from school.

Informing the Governing Body and LA

The Executive Principal must inform the Governing Body/Trust Board and the LA without delay, of:

- (a) permanent exclusions;
- (b) fixed period exclusions of three days or more (or more than 10 lunchtimes);
- (c) exclusions which would result in the pupil missing a public examination.

For all fixed period exclusions

- During the first five school days of any exclusion the school must set work to be completed at home by the pupil;
- From the sixth school day (not cumulative) of a fixed period exclusion, the Governors must endeavour to arrange for suitable alternative full-time education until the pupil returns to school;

Fixed period exclusion of 5 days or less

- Unless the exclusion will result in the pupil missing a public examination, the Executive Principal will inform both the Governing Body and LA ;
- Governors do not need to meet to consider the exclusion;
- If representations are received, the Governors must consider them, but are not required to meet and cannot direct re-instatement;
- The government guidance gives no indication as to when this meeting should take place, but advises that the governing body should respond promptly to any request from the parents;
- Update pupil's information on SIMS. Copy of exclusion letter to parents placed on pupil's file;

Fixed period exclusion of 6 - 15 days (or cumulative)

- The Governors do not need to meet, unless the parents wish to make representations;
- The government guidance states that Governors must meet to consider any such representations within 50 school days of receiving notice of the exclusion but, again, should respond promptly to any request from the parents;
- The Governors can uphold or overturn the exclusion but cannot increase its length;
- Update SIMS. Copy of exclusion letter to parents should be forwarded to your District Inclusion Officer and LST as well as being placed on pupil's school file;
- If the parents make representations, following the meeting, the Governing Body must inform the parents without delay of its decision in writing, stating the reasons. Copy of this letter should be sent to your District Inclusion Officer.

The Valley Primary School
office@valley.staffs.sch.uk
01538 702355

Dilhorne Endowed C. E. (A) Primary School
office@dilhorne.staffs.sch.uk
01538 702355

St. Werburgh's C. E. (A) Primary School
office@st-werburghs.staffs.sch.uk
01538 702355

The Moorlands Primary Federation



Fixed period exclusion of 16 - 45 days (or cumulative) or permanent exclusion

- Exclusion notification form should be completed and emailed to your District Inclusion Officer together with a copy of the exclusion letter to parents;
- Governors must meet within 15 school days of receiving notice of the exclusion and must decide whether or not to uphold the exclusion;
- Parents and LA* must be invited to the meeting. Meeting must take place even if parents do not wish to attend;
- Taking into account pupil's age and understanding, he/she should be enabled and encouraged to attend;
- The governors can uphold or overturn the exclusion, but cannot increase the length of a fixed period exclusion;
- Following the meeting the governing body must inform the parents and LA without delay of its decision in writing, stating the reasons. Update SIMS.
- Where the governors uphold a permanent exclusion, the parents have the right to ask for the decision to be reviewed by an independent review panel.

* Local Authority is not invited to this meeting if school is an Academy

NB: If any exclusion would cause the pupil to miss a public examination, the school should consult with the Education Service, in order to explore possible alternatives.

The Valley Primary School
office@valley.staffs.sch.uk
01538 702355

Dilhorne Endowed C. E. (A) Primary School
office@dilhorne.staffs.sch.uk
01538 702355

St. Werburgh's C. E. (A) Primary School
office@st-werburghs.staffs.sch.uk
01538 702355