

Rewards and sanctions

Each class has a chart clearly visible within the classroom, with all children's names stuck in the 'expected' section of the chart at the start of the day. (see appendix 1)

It is expected that the children will display positive learning behaviours and carry out their work to the expected standard and will remain in the 'expected' section throughout the school day.

It is expected that the children will display our school values throughout the school day, including breaks, lunchtimes and extra-curricular activities so that they can remain on the 'expected' section of the chart. (see appendix 2)

Rewards:

- If a child displays exceptional learning behaviours or carries out their work to a greater level than expected the teacher will acknowledge this by moving the child's name to the 'wow' section of the chart and they will receive a certificate to take home. They will also have the privilege of sitting on a bench at the next praise assembly.
- All children who are in the 'expected' section of the chart will go out to lunchtime break before those who have moved down the chart.
- A 'class reward' will be given by the teacher to the class for example: extra playtime; free choice activity session, at the teacher's discretion.
- As well as these rewards that link directly to the class chart, children will receive praise and rewards throughout the day (stickers, certificates) and will be given housepoints for good behaviours, effort, achievement in line with the school housepoint system but may be adapted by each teacher (eg calling the housepoint by another term appropriate to the age of the class).

Sanctions:

We operate one system throughout the day for sanctioning wrong choices in behaviour because it is vital that the children realise that our high expectations are consistent across the school day and are consistently carried out by all members of staff, whatever their role in school.

Sanctions for low level misbehaviour:

- If a child displays any form of misbehaviour that the school has agreed to be 'low level' (see appendix 3 for the list of low and high level behaviours) their name is moved down to the 'wobble' section of the chart.
- If a child displays any form of 'low level' misbehaviour outside their classroom (ie maths groups, break, lunch, clubs) the member of staff dealing with the misbehaviour must ensure that the classteacher is immediately made aware so that they can be moved on the class chart. It is vital that the children realise that our high expectations are consistent across the school day (midday supervisors will record the child's name in a notebook and verbally pass on the information to the teacher at the end of the lunchtime break). *If a child is close to being moved to a 'wobble' the adult on duty can suggest a child has some 'time out' to calm down/move away from a situation.* BUT if a child has a misdemeanour they must be given the correct sanction.
- If a child displays further low level misbehaviour their name is moved down to the 'unacceptable' section of the chart and this will be recorded in the class list (with a '/' mark) so that it is clearly identified that the child is regularly moving to this point, if so the teacher would need to inform parents of this recurring low level misbehaviours. *Class list to be displayed near the behaviour chart in the classroom.*
- If a child is in the 'wobble' or 'unacceptable' section of the chart and clearly makes an effort to rectify their behaviour, the teacher (and classmates) can agree to move the child back up to the previous section.
- If a child is in the 'unacceptable' section of the chart and carries out further low level behaviours they will be given a period of 'time out' out of the classroom.
- If a child is still in the 'unacceptable' section of the chart by 3pm/ at the end of the day and the teacher (and classmates) agree the child should remain in this section, because they have not made an effort to improve

their behaviour, they will receive 10 minutes detention at the end of the day. When the rest of the class is dismissed they will remain at their desk and carry out a task decided by the teacher (eg completion of work missed through previous misbehaviour or completing an age appropriate 4W sheet).

- When a detention is received this will be recorded on the class record sheet (with a 'X' mark) and the parent will be informed verbally by 3pm by office staff. If after 3pm, the detention will be carried out the next day and the office staff will notify parents also.

Sanctions for high level misbehaviour:

- If a child displays any form of misbehaviour that the school has agreed to be 'high level' they will be sent immediately to the headteacher with a sanction card (see appendix 5) , indicating what high level misbehaviour they have displayed. The headteacher will briefly discuss this with the child and will advise the child to go to the nominated staff for a 15 minute detention at the end of the day, in the relevant building. If the headteacher is not available they will be sent to one of the assistant heads.
- If a child displays any form of 'high level' misbehaviour outside their classroom (ie maths groups, break, lunch, clubs) the member of staff dealing with the misbehaviour must ensure that a sanction card is issued and the procedures above carried out, they must also inform the classteacher when handing over so that this can be recorded on the class record. It is vital that the children realise that our high expectations are consistent across the school day.
- The classteacher will send the child at 3.30pm to the relevant adult and will provide the child with a task to complete for the 15 minutes. This may be work relating to a lesson, letter of apology or anything that the teacher feels appropriate to the reason the sanction card has been given.
- The office staff will advise the parent collecting the child that they can be collected at 3.45pm from the relevant building and will give the parent a brief explanation of the reason for the detention. The sanction card will be signed by the adult carrying out the detention and given to SENDCo to confirm that the detention has been carried out.
- The sanction card will be kept by the classteacher as a record of what form of high level misbehaviour the child has displayed. These will be passed to the SENDCo at the end of each half term so that school records can be updated.
- When a detention for high level misbehaviour is received their name will be moved to the 'unacceptable' section of the chart and this will be recorded on the class record sheet (with a 'H' mark).

Informing parents when the classteacher is not in class at the end of the day:

- If a child receives a detention during PPA cover the teacher must be informed by the staff member covering.

After a detention:

- If a child receives a detention they will lose a privilege, for example will not be able to represent the school in the next sporting fixture.
- When a child receives 3 detentions (for low or high level behaviours) within a half term the SENDCo is informed immediately by the classteacher and the SENDCo will contact the parent to arrange a meeting with the parent, classteacher and SENDCo, to set up/review an Individual Behaviour Plan (IBP) where relevant targets, sanctions and rewards specific to the child can be agreed.
- A copy of class record sheets will be passed to the SENDCo at the end of each half term so that school records can be updated and individual children/classes monitored.

Behaviour expectations around school and at timetable transition times

Children regularly have to move long distances from one building to another many times within the course of the day, sometimes as part of a whole class being escorted by a member of staff and sometimes in pairs/small groups unsupervised by staff. It is therefore vital that our expectations of behaviour during these times is very high and is made clear to the children:

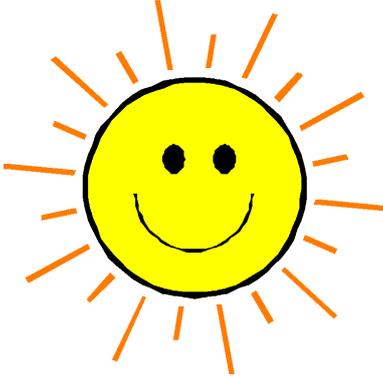
- At the start of the day, end of break, start of lunch sitting the children are expected to line up in their class lines on the playground, quietly and one behind the other. The staff member will not take them back to the classroom/to the hall for lunch until they are satisfied that the class is lining up appropriately. If this takes longer than expected, before the start of a lesson, the class will give up their own time to pay back for the learning time missed.
- Children are expected to always walk on the left of a corridor, pavement or steps and if moving as a class or large group will be expected to remain in single file and not overtake anyone in front of them. Any child found doing so will be asked to go to the back of the line.
- The children are expected to walk quietly around the outside of school, down corridors and through the hall. Any child/children/classes seen not doing this will be asked by the member of staff witnessing this to go back and walk quietly from the point they started running/talking loudly.
- When going to Collective Worship each day, the children are expected to line up at their classroom door in silence and walk from their classroom into assembly in silence. If the teacher is not satisfied then they may take them back to the classroom to try again. If this means that they then arrive late for collective worship they will remain at the end of worship for an extra 5 minutes.
- When they arrive at the hall for Collective Worship they will remain standing and join in with the hymn at the start of the Collective Worship and will sit down in silence when asked to do so by the member of staff leading collective worship. All staff on the worship duty rota will be expected to also remain standing and have a clear presence to all children in the hall until the member of staff leading worship asks the children to sit down. Staff on worship duty will remain vigilant with their expectations of behaviour throughout the collective worship and if they are not satisfied with a child's behaviour will ensure that their teacher is informed and they are moved on the class chart.



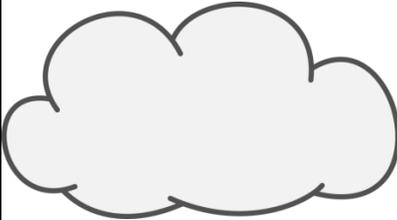
WOW!



Expected



wobble



unacceptable



OUR SCHOOL VALUES

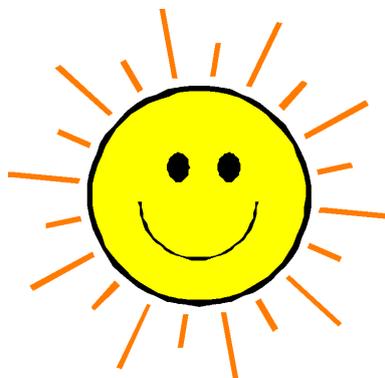
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Levels of misbehaviour

Staff have agreed what is meant by 'low' and 'high' level misbehaviour so that the relevant sanction can be issued.

Below is a list of '**low level misbehaviours**' that may lead to a child moving on the class chart* (although this is not an exhaustive list):

- Talking and chatting in class
- Disturbing other children
- Calling out
- Not getting on with work
- Fidgeting and fiddling with equipment
- Purposely making noises
- Swinging on chair
- Late into lesson
- Dropping litter
- Not tidying up their own workspace
- Not keeping on task
- Leaving seat without permission
- Unkind remarks
- Poor effort
- Continuously unprepared for a lesson
- Leaving the room without permission

Below is a list of '**high level misbehaviours**' that would lead a child to receive a sanction card

- Answering back or questioning instructions
- Disregarding supervisors
- Threatening/aggressive behaviour
- Damage to school property
- Verbally/physically violent outbursts
- Fighting
- Bad language (including homophobic, racist comments)
- Stealing

*Children with identified SEBD/SEN needs where these behaviours are known to be common may be dealt with in a different way and these adjustments will be recorded in their IBP.

The 4W Thinking Sheet

1. What happened?

2. Which school value did you not follow? (explain how)

3. What was the consequence/effect of your action on others?

4. What could you do to make things better in the future?

Date _____

Child's name _____

Issued by _____

What happened?

What could you do to make things better?

Date _____

Child's name _____

Issued by _____

Appendix 5

Sanction card for high level misbehaviour

Name of child _____ class _____ Date/time _____

Classteacher _____

Staff member issuing sanction if not the classteacher _____

role of staff member issuing sanction (supply / TA / MDS / admin / sports coach / other.....)

reason for sanction:

(tick appropriate misbehaviour)

- Answering back or questioning instructions
- Disregarding supervisors
- Threatening/aggressive behaviour
- Damage to school property
- Verbally/physically violent outbursts
- Fighting
- Bad language (including racist, homophobic comments)
- Stealing

Further details that are useful for the Headteacher/assistant headteacher to know :

During the 15 minute detention the child will carry out the following task:

Record of sanction	Signed/date/time
Child has had an initial and immediate discussion with the headteacher/assistant head	
Child has carried out a 15 minute detention with the headteacher / assistant head	
Class teacher has informed the parent about the detention	

