

St. Mary's Catholic Primary School A Catholic Voluntary Academy

## Discipline and Behaviour Policy

All we do at our school is lived through the Catholic mission – with the image of Jesus at its centre.

*St Mary's Catholic Primary School is a caring Catholic community where every child is equal. We aim to nurture each child's uniqueness in the spirit of God, helping them to achieve their full potential in a safe and happy environment.*

**In our Catholic school we provide a:**

**Safe, loving and enriching environment**

**Trust, and patience**

**Motivation to reach individual's full potential**

**Acceptance and celebration of uniqueness**

**Respect for all**

**Young people nurtured in the Spirit of God**

**School full of awe and wonder**

**St. Mary's School is a Rights Respecting School and as such the needs and well-being of our children are at the heart of all policies in accordance with the United Nations Convention on the Rights of the Child.**

### **Behaviour Policy Principles**

St Mary's is committed to creating an environment where exemplary behaviour is at the heart of productive learning. Everyone is expected to maintain the highest standards of personal conduct, to accept responsibility for their behaviour and encourage others to do the same. As members of our community, we adhere to statement that: 'It's good to be green.'

### **Aim of the behaviour policy**

- To provide a safe, comfortable and caring environment where optimum learning takes place
- To provide a clear guide for children, staff and parents of expected levels of behaviour
- To provide a consistent and calm approach
- All adults take responsibility for behaviour and follow-up personally
- Adults use consistent language to promote positive behaviour
- To use restorative approaches instead of punishments

### **Purpose of the behaviour policy**

To provide simple, practical procedures for staff and students that:

- Foster the belief that there are no 'bad students' just 'bad choices'
- Encourage students to recognise that they can and should make 'good choices'
- Recognise behavioural norms
- Promote self-esteem and self-discipline
- Teach appropriate behaviour through positive intervention

**All staff must:**

- Take time to welcome students at the start of the day
- Be at the door of their teaching rooms at the beginning and end of each lesson
- Never walk past or ignore students who are failing to meet expectations
- Always redirect students by stating 'It's good to be green.'

**The Head teacher and The Senior Leadership Team must:**

- Be a visible presence around the school
- Regularly celebrate staff and students whose efforts go above and beyond expectations
- Encourage use of positive praise, phone calls/texts home and certificates/stickers/reward points
- Ensure staff training needs are identified and targeted
- Use behaviour data to target and assess interventions
- Support teachers in managing students with more complex or challenging behaviours

**Members of staff who manage behaviour well:**

- Deliberately and persistently 'catch' students doing the right thing and praise them in front of others
- Know their classes well and develop positive relationships with all students
- Relentlessly work to build mutual respect
- Remain calm and keep their emotion for when it is most appreciated by students
- Demonstrate unconditional care and compassion

**Students want teachers to:**

- Give them a 'fresh start' every lesson
- Help them learn and feel confident
- Be just and fair
- Have a sense of humour

## Appendix

### Procedures

All of our initiatives will be used consistently across the whole school. The principle of consistency in our approach to promoting good behavior is very important. In effect, siblings and friends from different year groups should be able to share in the same processes, routines and incentives, promoting a clear understanding of expectations and collective ownership.

At St Mary's we actively encourage and celebrate excellent behaviour. We use a range of consistent approaches to ensure that our pupils know that their good behaviour to others and in the work and attitude in and around class, while expected, will be celebrated.

The following summary of our WHOLE SCHOOL and CONSISTENT rewards systems will be published to every parent:

- 1- **Whole School Rules-Starting October 1<sup>st</sup> 2018-** Every class will display the rules in the 'Whole School Rules'. They will either use the original (in appendix) or they will make their own. However, every class will have the same 'Whole School Rules'. Staff will ensure that the children in their class know these rules and how every example of good and behaviour can be categorized in these rules. This can be done in occasional reminders of the general rules and discussions around a range of behaviours and where they fit on the 'General rule' chart.

### Whole School rules:

The school has a list of rules;	
<ul style="list-style-type: none"><li>• We are gentle</li><li>• We listen</li><li>• We are kind and helpful</li><li>• We are honest</li><li>• We work hard</li><li>• We look after prop</li></ul>	<ul style="list-style-type: none"><li>• We don't hurt others</li><li>• We don't interrupt</li><li>• We don't hurt anybody's feelings</li><li>• We don't cover up the truth</li><li>• We don't waste our own or other's time</li><li>• We don't waste or damage things</li></ul>

- 2- **Class rules.** Teachers will devise class specific rules that will apply to their class. These rules may take into account the specifics of their class. For example, one class may need to work more on cloakroom behavior, while

another class may require little work on this, but work on homework completion. These rules specific details(type, amount etc) will be organized entirely by the teaching staff in each class.

- 3- **'It's good to be green!'** Each classroom will have the traffic light system displayed to help support the children to make the right choices with their behaviour.

**Green (Expected)** – all children begin the day at this stage and will continue to stay at this stage because they have shown they are meeting agreed expectations.

**Amber (Choices)** – if a child makes a wrong choice with their behaviour, they will receive a verbal reminder about the choices that they are making. If they continue to make the wrong choices, they will be given a warning and their name will be moved onto amber. They are reminded about making the right choice. If the child then makes the right choice with their behaviour their name is moved back to green as they are then displaying expected behaviours.

**Red** - if a child continues to make the wrong choice with their behaviour, their name is moved on to red. The child will then receive a sanction that is appropriate to the offence (For example: designated minutes missing playtime). During this time, the child is asked to think about their choices. If the child then chooses to make the right choice their name can be moved back to green following their sanction.

**Purple** – if the child continues to make the wrong choices, the child will be sent to the Head Teacher or a member of SLT. This may result in further sanctions and a message/call home to parents.

**Star** – if a child displays exceptional behavior, they can move about green to the 'exceptional star'. Any child who goes above and beyond in terms of making the right choices with their behaviour will be moved on to exceptional as a recognition of their effort. The child will be rewarded in class by the teacher such as a sticker.

**Out of this world** – If a child has thoroughly encompassed positive behaviours or has gone truly above and beyond, they can be placed onto out of this world. At this point, the child can be sent to the headteacher for an 'Out of this World' certificate.

At the end of every day, every child will be moved back to green.

**4-Termy House Reward Scheme-Starting October 1<sup>st</sup> 2018**-It is important to recognize the individual achievements of all the pupils in school. Therefore, we will run a special scheme for the duration of a term.

Children will be able to earn points for positive behaviours and work. This will be recorded by the teacher on a chart in class.

The chart must have the children grouped into their houses. Otherwise, it is up to the individual teaching team in each class to devise their 'House Chart' and how points are recorded. Ideally, the chart would be A3 in total size, so it can be replaced easily each week.

Each week there will be a new chart, starting on Friday morning and taken down on Thursday at the end of the day. It is important that a new chart starts every week, so that children who didn't do well one week can 'start with a clean slate' the next week. When the chart is taken

down on Friday, the teacher should keep the weekly charts so that, at the end of the term they can make a note of:

-How many points each child has won that term.

-How many points each house has won that week. Award 4 points to the house with the most points then three, two and one. Keep a tally of how many points each house has won. These will be gathered in assembly on a Monday afternoon, with the teacher bringing their scores with them. The winning house of the week will be announced when all classes have had their scores added up.

**5- Weekly House Tallies**-Every Friday, teachers will count up the pupil's points and the winner will receive a certificate in class. Each week there will be two winners:

\*POW – points of the week (the child who earns the most points in one week).

\*WOW – worker of the week (made the biggest improvement on last week's score. The 'Pow' and 'Wow' will be displayed each week.

Any adult in school can give a point to a child for positive behaviours displayed outside of the classroom. This will be given to the child in the form of a gold coin which will then be given to the teacher.

There will be a start and finishing point to every competition. For example, the first completion will start on Friday 5<sup>th</sup> October and finish on the last week of the term. All points awarded to the children will be added up and will be disturbed into the House Teams. The house with the most points will receive a special treat.

House captains- Year 6 will elect House captains and vice captains.

**6-Headteacher stickers**- At any point in the day a staff member can send a child or group of children to the head teacher for a 'Headteacher's sticker'. These stickers will be given special significance, as a sign that the child's behaviour, work and/ or attitude has been recognised as excellent. The head teacher, on most occasions, will see the child there and then. The child's parents will also receive a text to celebrate the achievement.

If the head teacher is not available the child can go to the office. (A text home will NOT be sent when a child is given a head teacher's sticker around school, but the child's efforts will be praised by the head there and then. )

**7-Friday Assembly Awards**-During our weekly Friday 'Celebration Assembly' the following awards will be presented:

**1-Star Awards**- Each week teachers will choose two children to be presented with a special certificate in our Friday 'Celebration assembly'.

**2-Sporting Achievement of the Week**- On child will be chosen each week for this award.

Parents will be informed on Friday morning by text if their child is going to win one of these three awards, to give them the chance to get to the assembly.

The children who receive these awards will be listed in the newsletter for the week, alongside the reason.

**Houses-Starting October 1<sup>st</sup> 2018**-All children have been given one of four houses, which are named after saint. The teacher who manages this system is and is supported by. House points will be allocated as according to point 4 above. Each teacher will give their pupils a house which they will stay in all year. The houses are:

Red- St George

Yellow-St David

Blue-St Andrew

Green-St Patrick

### **Poor Behaviour**

Many incidents of misbehaviour are dealt with by the class teacher based on their knowledge of the child.

The behaviours we challenge are; hurting another deliberately either physically or emotionally and not respecting an adult in school. Any sanctions used should be appropriate for the individual child and their circumstances. If a consequence is appropriate it should occur as soon as possible after the event.

St. Mary's is a caring community where we strive to be aware of our children's individual circumstances. In the cases of persistent misbehaviour we use different approaches to find out why this is occurring and address the causes. These will include:

- Individual mentoring.
- Circle of friends.
- Referral to outside agencies.

For a small number of pupils it may be necessary to work with parents on devising behaviour strategies to encourage good behaviour eg star charts, joint reward schemes with parents, regular meetings with parents.

It may be necessary to place children on the Special Needs register for behaviour concerns. Generally this would be determined by the frequency of a child's misbehaviour or the effect this was judged to be having on their own or other children's learning.

Any decision to place a child on the SEN register is taken jointly by the Head teacher, Special Needs co-ordinator and class teacher and parental permission is necessary. A Behaviour Plan will then be implemented.

Ultimately, in cases of very bad behaviour or where a child demonstrates a blatant disregard for school rules over a period of time, it may be necessary to exclude a child from school. This is considered to be a last resort by the school. See separate Exclusion Policy

## **Bullying**

Any form of bullying is contrary to the whole ethos of the school and will not be tolerated. The school has an Anti-Bullying Policy which addresses how incidents of bullying are dealt with.

- 1- Make sure young have a traffic light system in your room.
- 2- Send children to the head for 'Out of this world' certificates.
- 3- Classes need a chart to record individual awards.

### **Teachers to do** straight away:

- Read this policy and see Natalie/ Liam or Lucy if help is needed
- Start the 'It's good to be green' system.
- Start sending children to the head for 'head teacher's stickers'.

### Teachers to do by Friday 5<sup>th</sup> October:

- Make sure every child knows their house and their colour
- Put up a display in your room with the children put into colours (a photo of every child on the this please!)
- Devise a weekly A3 recording sheet
- Make a 'Wow' and 'Pow' star and put this in your room.
- Get every child to bring a photo in for the class 'house display.'

### **Phase leaders to do By Friday 5<sup>th</sup> October**

- Ensure that EVERY staff member knows about the coin system

### **Year 6 teacher to do:**

- Elect house captains