

St Joseph's RC Primary School

Christ said "Love one
another as I have loved
you"

Primary Behavioural Policy

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1.

Statement of intent

St Joseph's RC Primary believes that, in order to facilitate teaching and learning, acceptable behaviour must be demonstrated in all aspects of school life.

We are committed to:

- Promoting desired behaviour.
- Promoting self-esteem, self-discipline, proper regard for authority, and positive relationships based on mutual respect.
- Ensuring equality and fair treatment for all.
- Praising and rewarding good behaviour.
- Challenging and disciplining bad behaviour.
- Providing a safe environment, free from disruption, violence, discrimination, bullying and any form of harassment.
- Encouraging positive relationships with parents/carers.
- Developing relationships with our pupils to enable early intervention.
- A shared approach which involves pupils in the implementation of our policy and associated procedures.
- Promoting a culture of praise and encouragement in which all pupils can achieve.

Signed by:

_____ **Headteacher**

Date: _____

_____ Chair of governors

Date: _____

1. Key roles and responsibilities

- 1.1. The Governing Body and the Head Teacher have overall responsibility for the implementation of this policy and the procedures at St Joseph's.
- 1.2. The governing body and the Head Teacher have overall responsibility for ensuring that this policy, as written, does not discriminate on any grounds, including, but not limited to, ethnicity/national origin, culture, religion, gender, disability or sexual orientation.
- 1.3. The governing body and the Head Teacher have responsibility for handling complaints regarding this policy, as outlined in the school's Complaints Policy.
- 1.4. The headteacher will be responsible for the day-to-day implementation and management of this policy and the procedures of the school.
- 1.5. Staff, including teachers, support staff and volunteers, will be responsible for following the policy and for ensuring pupils do so too. They will also be responsible for ensuring the policy is implemented fairly and consistently.
- 1.6. Staff, including teachers, support staff and volunteers, will create a supportive and high quality learning environment, teaching positive behaviour for learning and implementing this policy.
- 1.7. Parents/carers will be expected to take responsibility for the behaviour of their child(ren) inside and outside of school.
- 1.8. Parents/carers will be expected to take responsibility for promoting positive behaviour for learning and modelling acceptable behaviour in the home.
- 1.9. Pupils are responsible for their own behaviour both inside school and out in the wider community.
- 1.10. Pupils are responsible for their social and learning environment and agree to report all undesirable behaviour to their class teacher.

2. Definitions

- 2.1. For the purpose of this policy, the school defines "serious unacceptable behaviour" (which will result in 3 strikes) as: any behaviour which may cause harm to oneself or others, damage the reputation of the school within the wider community, and/or any illegal behaviour, including, but not limited to:
 - Bullying – a type of harassment which involves criticism, personal abuse or persistent actions which humiliate, intimidate, frighten or demean the individual
 - Cyberbullying – the use of electronic communication to bully a person, typically by sending messages of an intimidating or threatening nature
 - Possession of legal or illegal drugs, alcohol or tobacco

- Possession of banned items
- Truancy
- Refusing to comply with disciplinary sanctions
- Theft
- Swearing, racist remarks or threatening language
- Fighting or aggression
- Spitting and biting

2.2. For the purpose of this policy, the school defines “low level unacceptable behaviour” as: behaviour which may disrupt the education of the perpetrator and/or other pupils, including, but not limited to:

- Lateness
- Shouting in class
- Talking when others are speaking
- Swinging on chairs
- Fidgeting
- Running around the classroom or school
- Inappropriate body language with others, such as not keeping hands to oneself
- Throwing items either in the classroom or on the playground
- Failure to complete classwork and not concentrating on tasks
- Rudeness and not using manners
- Telling lies
- Lack of correct equipment
- Refusing to complete homework, incomplete homework, or arriving at school without homework
- Not following classroom rules
- Disruption on public transport
- Use of mobile phones
- Graffiti

2.3. “Unacceptable behaviour” may be escalated as “serious unacceptable behaviour” depending on the behaviour breach.

3. Training of staff

3.1. At St Joseph’s we recognise that early intervention can prevent bad behaviour. As such, teachers will receive training in identifying problems before they escalate; this can be behavioural problems in the classroom or during playtime/lunchtime.

- 3.2. Teachers and support staff will receive training on this policy as part of their new starter induction.
- 3.3. Teachers and support staff will receive regular and ongoing training as part of their development.
- 3.4. SLT and class teachers (where appropriate will be trained on the de-escalation techniques which will include positive handling under the procedures of teamteach.org.

1. Positive Handling

In extreme cases if a child is behaving in such a way that they are a danger to themselves or others there may be a need to “handle” them positively and carefully in order to maintain their safety and the safety of those around them. Children should only be “handled” if:

- They are in danger of hurting themselves
- They are in danger of hurting others around them
- They are in danger of damaging school property

We have four members of staff in school who have been trained in Team Teach Techniques. Children are to only be “handled” by those who have been trained using Team Teach techniques designed to maintain the safety and dignity of the child as well as the safety of all those involved.

Should it be necessary for a child to be “handled” it is imperative that the following steps are completed:

1. Handling takes place for the minimum time possible.
2. Handling takes place by a trained adult(s).
3. Only the taught Team Teach techniques are to be used.
4. Handling occurs in the presence of another adult.
5. A log of all incidents where children have been “handled” is to be recorded on CPOMS.

Following an incident where a child has been “handled” then a de-briefing session for both the child involved and the adult(s) is necessary.

Our Pastoral Support Team will assist pupils finding it difficult to keep to the school code by arranging for individual support time where it is needed.

4. Pupil expectations

- 4.1. Pupils and parents/carers will be expected to follow our Code of Conduct which requires pupils to:
 - Conduct themselves around the premises in a safe, sensible and respectful manner.

- Arrive to lessons and school on time and fully prepared.
- Follow reasonable instructions given by teachers and support staff both in the classroom and on the playground.
- Behave in a reasonable and polite manner towards all staff and pupils.
- Follow classroom rules and procedures.
- Show respect for the opinions and beliefs of others.
- Complete classwork as requested.
- Hand in homework at the time requested.
- Report unacceptable behaviour.
- Show respect for the school environment.

4.2. St Joseph's will ensure that pupils follow our Code of Conduct by teaching them how to behave sensibly, such as how to:

- Line up in groups when entering or leaving the classroom or school premises.
- Sit appropriately on school chairs, carpets, hall floors, etc.
- Use appropriate voice levels and language, including manners.
- Raise their hands when they wish to speak in class or assemblies.
- Model good behaviour to other pupils.
- Work as a team and respect others' views, beliefs and faiths when engaging in tasks.

5. Smoking and drug policy

- 5.1. In accordance with part 1 of the Health Act 2006, St Joseph's is a smoke free environment. This includes all buildings, out-buildings, playgrounds, playing fields and sheltered areas.
- 5.2. Parents/carers, visitors and staff must not smoke on school grounds and should avoid smoking in front of pupils and/or encouraging pupils to smoke.
- 5.3. Pupils are not permitted to bring smoking materials or nicotine products to school. This includes, but is not limited to, cigarettes, e-cigarettes, lighters, matches or pipes.
- 5.4. In the interest of health and hygiene, we request that people refrain from smoking outside the school gates.

6. Rewarding good behaviour

6.1. St Joseph's recognises that pupils should be rewarded for their display of good behaviour.

6.2. We will use the following rewards for displaying good behaviour:

- Certificates
- Class dojos
- Postcards home
- Headteacher awards
- Verbal praise
- Prizes
- Stickers
- End of term whole-class rewards
- Golden Time
- Extra play

7. Unacceptable behaviour

7.1. Unacceptable behaviour will not be tolerated at St Joseph's.

7.2. Breaking any of the rules laid out in our Code of Conduct will lead to sanctions and disciplinary action.

8. Sanctions

8.1. There is no corporal punishment at St Joseph's

8.2. Where pupils display serious aggressive and/or threatening behaviour, or illegal activity is discovered, we will not hesitate to take appropriate action.

8.3. At St Joseph's, teachers have the authority to impose sanctions as they see fit depending on the behaviour, and age, of the pupil:

Staff will use de-escalation techniques which include diversion and support but should the disruptive behaviour continue -

- In the first instance, the teacher will give the pupil a warning explaining to the pupil why their behaviour is unacceptable.
- If the pupil does not stop immediately, the teacher will give a second warning.

- If the pupil continues to behave badly, the teacher will give a strike, again being explicit as to why the strike has been given.
- If the pupil continues the behaviour following the strike, the teacher will issue a second strike and the child will have a detention with SLT at break or lunch time for 15 minutes. The class teacher will advise the parents either at home time or by telephone on the same day.
- If the behaviour continues then the pupil will receive a third strike and must leave the classroom for 15 minutes and is sent to another classroom to continue their work. The class teacher will hold a meeting with parents to discuss their child's behaviour.
- If a pupil misbehaves on the playground, the same process will be followed.
- Any pupils that are sent indoors will be supervised by an adult at all times.
- Serious unacceptable behaviour as detailed above such as fighting, swearing or offensive language will be an immediate 3 strikes and removal from the classroom/playground and sent to SLT.
- Should the unacceptable behaviour continue over time then the class teacher will set up a behaviour plan which will be shared with the child and parents. This plan should involve rewards and sanctions and should be shared with parents and the child at the end of the school day in person if possible. A copy of the plan should be sent to CPOMs and SLT.

- 8.4. At St Joseph's, we recognise that at primary level, pupils may not understand why their behaviour is inappropriate, and therefore, it may be unintentional.
- 8.5. Teachers will use their judgement when issuing sanctions, taking into account whether they believe the pupil's behaviour was intentional, especially if it is the first time the pupil has displayed this behaviour.
- 8.6. At all times, teachers will discuss the behaviour with the pupil to ensure the pupil understands why it is inappropriate and to prevent any reoccurring behaviour. In particular in EYFS and KS1 the emphasis will be on immediate discussion and diversion rather than warnings and strikes initially.
- 8.7. Teachers can also deduct time from whole class breaks or golden time if deemed appropriate.
- 8.8. Any member of staff who witnesses a display of unacceptable behaviour, or who issues any sanction to a pupil, must report this to the class teacher.

- 8.9. The class teacher will keep a record of all reported incidents on CPOMS
- 8.10. St Joseph's does not take unacceptable behaviour lightly. We will not hesitate to act in the best interest of the pupils within the school.
- 8.11. Following an allegation of serious unacceptable behaviour, the pupil will be removed from the place of incident whilst an investigation takes place.
- 8.12. Exclusion: If, after all reasonable interventions and support have been exhausted, behaviour has not improved or there is one incident of a serious breach of our behaviour policy, then the school reserves the right to exclude a pupil. The terms and conditions of exclusion are detailed in St Joseph's exclusion policy.
- 8.13. Internal exclusion. If a serious breach of the behaviour policy occurs, the head teacher reserves the right to internally exclude a child. The child will be taught in another class for his own and other's safety. A letter will be issued to the child's parents outlining the decision. The child will not partake in any break other than time for lunch and to go to the toilet. Any special needs or health needs will be taken into account when making the decision to internally exclude.

9. Items banned from school premises

9.1. Fire lighting equipment:

- Matches, lighters, etc.

9.2. Drugs and smoking equipment:

- Cigarettes
- Tobacco
- Cigarette papers
- Electronic cigarettes (e-cigs)
- Alcohol
- Solvents
- Any form of illegal drugs
- Any other drugs, except medicines covered by the prescribed medicines procedure

9.3. Weapons and other dangerous implements or substances:

- Knives
- Razors
- Catapults
- Guns (including replicas and BB guns)
- Laser pens
- Knuckle dusters and studded arm bands
- Whips or similar items
- Pepper sprays and gas canisters

- Fireworks
- Dangerous chemicals

9.4. Other items:

- Liquid correction fluid
- Chewing gum
- Caffeinated energy drinks
- Offensive materials
- Aerosols including deodorant and hair spray
- Mobile phones
- Any other toys which are deemed hazardous.

10. Searching

- 10.1. Staff members may use common law to search pupils, with their consent, for any item, including their pockets, backpacks, lockers and classroom trays.
- 10.2. Under part 2, section 2 of the Education Act 2011, teachers are authorised by the headteacher to search for any prohibited item including, but not limited to, tobacco and cigarette papers, illegal drugs, and alcohol, without the consent of the pupil, provided that they have reasonable grounds for suspecting that the pupil is in possession of a prohibited item.
- 10.3. Searches will be conducted by a same-sex member of staff, with another same-sex staff member as a witness, unless there is a risk that serious harm will be caused to any person(s) if the search is not done immediately, and it is not practicable to summon another member of staff.
- 10.4. Staff members may instruct a pupil to remove outer clothing, including hats, scarves, boots and coats.
- 10.5. A pupil's possessions will only be searched in the presence of the pupil and another member of staff, unless there is a risk that serious harm will be caused to any person(s) if the search is not done immediately, and it is not practicable to summon another member of staff.
- 10.6. Staff members may use reasonable force, given the circumstances, when conducting a search for alcohol, illegal drugs or tobacco products.
- 10.7. Any staff member may refuse to conduct a search.
- 10.8. Following a search, the headteacher will contact the parents/carers to advise them of the procedures which were undertaken.

11. Confiscation

- 11.1. A staff member carrying out a search can confiscate anything they have reasonable grounds to suspect is a prohibited item.

11.2. If the pupil has possession of illegal items, the police will be called for the removal of the item(s).

11.3. Parents/carers will be informed of any confiscated item and may be required to collect the item (unless the item relates to alcohol, illegal drugs or tobacco), from the school office.

12. Outside school and the wider community

12.1. Pupils at St Joseph's must agree to represent the school in a positive manner.

12.2. The guidance laid out in the Code of Conduct applies both inside school and out in the wider community, particularly if the pupil is dressed in school uniform.

12.3. Complaints from members of the public about bad behaviour by pupils at the school, are taken very seriously and will be dealt with in accordance with the Complaints Policy.

13. Monitoring and review

13.1. This policy will be reviewed by the headteacher and governing body on an annual basis, who will make any necessary changes and communicate this to all members of staff.

13.2. This policy will be made available for inspection and review by the chief inspector, upon request.

