

Western Primary School

Whole School

Behavioural Policy

Statement of intent

Western Primary School 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.
- Incorporating a nurturing environment that develops relationships with our pupils to enable early intervention.
- A shared approach, which involves pupils in the implementation of the Western Primary School's policy and associated procedures.
- Promoting a culture of praise and encouragement in which all pupils can achieve.
- Enabling a shared reflective and restorative approach
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1. Key roles and responsibilities

- 1.1. The governing body has overall responsibility for the implementation of this policy and the procedures of Western Primary School.
- 1.2. The governing body has 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 has responsibility for handling complaints regarding this policy, as outlined in the Western Primary 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 Western Primary 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 a member of staff.

2. Definitions

- 2.1. For the purpose of this policy, the school defines “serious unacceptable behaviour” as: any behaviour which may cause harm to oneself or others, damage the reputation of the Western Primary School within the wider community, and/or any illegal behaviour, including, but not limited to:
 - Discrimination – not giving equal respect to an individual on the basis of disability, gender, race, religion, age, sexuality and/or marital status
 - Harassment – behaviour towards others which is unwanted, offensive and affects the dignity of the individual or group of individuals
 - Vexatious behaviour – deliberately acting in a manner so as to cause annoyance or irritation
 - 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
 - Disrespect to school staff
 - 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
 - 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 the school 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.

4. Pupil expectations

- 4.1. Pupils and parents/carers will be expected to follow our school’s 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. The school 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.
 - 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, our school 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.

6. Rewarding good behaviour

6.1. The school recognises that pupils should be rewarded for their display of good behaviour.

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

- Certificates
- Postcards home
- Headteacher awards
- Verbal praise
- Prizes
- Stickers
- End of term whole-class rewards
- Good work assembly
- Raffle tickets
- Individual classroom rewards
- Individual rewards for specific children

7. Unacceptable behaviour

7.1. Unacceptable behaviour will not be tolerated at the school.

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

8.2. At Western Primary School teachers have the freedom to impose sanctions as they see fit depending on the behaviour, and age, of the pupil:

- In the first instance, the teacher will tell the pupil to stop the behaviour, explaining to the pupil why their behaviour is unacceptable.
- If the pupil does not stop immediately, the teacher will give a yellow warning card and this will then initiate the behaviour system. The children must put the card into the chart themselves.
- The yellow card can be taken away if the behaviour improves. Although, it can happen on only one occasion.
- If the pupil continues to behave badly, the teacher will give the child a red card where a member of staff will take them, to their partner class, with work, for ten minutes.
- After this time, they will be collected by the member of staff and then told that they also have a ten-minute break time detention. A discussion will also be had, with the member of staff, about their behaviour and positive ways to improve this behaviour.
- If the pupil continues the behaviour following the red card and subsequent sanctions then they will proceed to stage one on the behaviour system where they will continue to receive sanctions. Stage one sanctions are as follows: 15 minutes detention at lunchtime as well as the 10 minute break detention for the red card

- Next will come Stage 2 where the sanctions will continue to losing time from Golden Time and an informal discussion with parents/carers at the end of the day
 - Finally, if the behaviours continue the child will be sent to the Senior Leadership Team, placed on a behaviour chart and parents called in to discuss their child's behaviour choices
 - If a pupil misbehaves on the playground, the child will be sanctioned in accordance with the playground behaviour system. This will include a verbal warning, a number of minutes 'time out' or sent to a member of the Senior Leadership team. The level of the sanction will be dependant on the seriousness of the behaviour choice.
 - Any pupils that are sent indoors will be supervised by an adult at all times.
- 8.3. At Western Primary School we recognise that at primary level, pupils may not understand why their behaviour is inappropriate, and therefore, it may be unintentional.
- 8.4. 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.
- 8.5. 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.
- 8.6. The school will use a number of different sanctions, which will be used depending on the behaviour displayed by the pupil, including the following:
- Providing a verbal warning
 - Missing minutes from golden time
 - Losing playtime/lunchtime
 - Using time-outs
 - Detention slips
 - Removing the pupil to another classroom
 - Reporting the behaviour to a member of the SLT
 - Phoning or sending a letter home to parents/carers
 - Speaking to parents/carers at the end of the school day
 - Placing the pupil on written report for monitoring of behaviour
 - Contacting external agencies such as social services
 - Excluding the pupil for extreme circumstances
 - Internal exclusions within school
- 8.7. The school does not take serious unacceptable behaviour lightly. We will not hesitate to act in the best interest of the pupils within the school.
- 8.8. The school does have the power to use reasonable force (DfE guidance July 2013) when needed. However this will be in exceptional circumstances, when the pupil is in danger to themselves or other pupils. This will only be done by specifically trained staff.
- 8.9. Following an allegation of serious unacceptable behaviour, the pupil will be placed in isolation in another classroom whilst an investigation by a member of SLT takes place.
- 8.10. The member of SLT will formulate a reflective mind map with all the parties involved and then a discussion will take place with all the parties present.
- 8.11. If, following an investigation, the allegation is found to be true, the headteacher will issue the appropriate disciplinary action.

8.12. The reflective mind maps will then be revisited and discussed with the individuals. During this discussion the member of staff will only focus on the choices the child has made and discussions will be had about what other choices could and will be made in the future.

8.13. For pupils who display continuous disruptive behaviour, the school will refer to other agencies for specific work, if it is felt that it would be beneficial to the pupils to do so. This will be done in consultation with parents / carers.

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
- Multi-tools
- 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 (i.e. pornographic, homophobic, racist, etc.)
- 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, except for security staff, 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 Headteacher.

12. Outside school and the wider community

- 12.1. Pupils at the Western Primary School 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.

This policy will be reviewed in February 2023

Signed: _____ Headteacher

_____ Chair Of Governors