

## **BURTON BRADSTOCK SCHOOL**

### **Behaviour and Discipline**

\*Please read this policy in conjunction with the school's Anti-bullying policy and Child Protection policy.

#### **Main Aim**

The main aim of this Policy is to maintain the highest levels of acceptable behaviour without having to resort to sanctions. The discipline applied as a result of misbehaviour will be fair, firm and appropriate so that children are left in no doubt that only the best is expected of them. Eradication of bullying is difficult but the School will endeavour in all ways to ensure that children can attend school without fear.

#### **Expectations**

Through the overall school aims we strive to develop a trusting and caring environment, based upon mutual respect and understanding where all people are treated fairly.

We aim to enable children to develop reasoned self-discipline and socially acceptable behaviour, demonstrating good manners and helpfulness towards each other and all adults.

We aim to nurture a high level of self-esteem where children are happy, feel good and enjoy each other's company.

We aim to maintain high standards of tidiness and orderliness around the school, encouraging children to take a pride in their school and the wider community.

#### **Responsibilities**

'Staff' refers to all staff, teaching and non-teaching.

#### **Children are expected to:**

- behave in an orderly, purposeful and sensible manner at all times.
- show courtesy to all members of the school and visitors.
- contribute positively to discussions about behaviour through class council and circle time.
- be thoughtful, helpful and understanding to each other at all times.
- sign up to Home School Agreement and understand the School Behaviour Code.

#### **Parents are expected to:**

- be aware of the school's Behaviour Policy and Code and actively support it discussing any problems with the staff, Head or Chair of Governors if necessary.
- sign up to the Home School Agreement.

**Staff are expected to:**

- set high standards of social behaviour and be polite.
- listen to children, making it clear through their response that children's comments and reactions matter.
- seek every opportunity to explain and reinforce the code of acceptable behaviour, dealing fairly and firmly with those who do not maintain the high standards expected of them.

**Governors are expected to:**

- refer all matters regarding discipline to the Head or Chair of Governors who will discuss these matters together and with the staff if necessary
- be familiar with the school policy and actively support it.

**In Class**

Each class uses a 'traffic light' system which gives the pupils ownership of their behaviour. When children misbehave in lessons they may be reprimanded, have privileges removed, be kept in at playtime and given opportunities to reflect (see School Behaviour Code). Staff will employ specific behaviour modification strategies as identified in individual behaviour provision maps, where appropriate. Teaching staff will keep a written behaviour log of children who misbehave within the classroom, which clearly states the misbehaviour and the reprimand that has been applied. The Headteacher will monitor the class behaviour logs each half term to ensure that any misbehaviour is being effectively managed.

**Visits, School Journeys and School Transport**

All of the aims and responsibilities set out above apply when children are involved in any educational, sporting or social activity off the school site. All children are ambassadors for their school when on these journeys and expectations of behaviour and discipline are as high as those within school.

**Lunchtime and Playtime**

Lunchtime supervisors have the same authority as teachers and will apply the same sanctions i.e. reprimanding, removing and reporting to the Headteacher/Class teacher at the start of afternoon school. If an incident is particularly serious, children will be sent to wait by the office and the Headteacher or Assistant Headteacher will be sent for. Children may be asked to complete a reflection sheet which will be kept on file. The specific procedures can be found in the School Behaviour Code.

**Bullying**

Bullying in any form, violence and ethnic/gender related intimidation is completely unacceptable. If we discover that an act of bullying or intimidation has taken place, we will act immediately to stop any further occurrences. While it is difficult to eradicate bullying completely, we do everything in our power to ensure that all children attend school free from fear. Parents will be made aware of any instances of bullying involving their child.

## **Rewards and Sanctions**

### **Rewards:**

Forms of praise may include:

- Praising acceptable behaviour
- Praising an attempt at acceptable behaviour
- Praise from peers
- Sending to an authority figure for praise
- Awarding beach points
- Giving special responsibilities
- Choosing their own activity/Reward Time
- Verbal/written praise to parents/carers
- Giving non-verbal messages of approval - smiling, thumbs up, high-5
- Giving material rewards - small prizes, objects, tokens
- Giving smiley faces/stickers/star charts/certificates

### **Sanctions:**

Sanctions will include:

- Verbal reminder/warning (level 1)
  - Temporary isolation from incident (level 2):
    - In the classroom, moving to a different table
    - During lunchtime, sitting on their own to eat lunch
    - During playtime, standing by the wall and missing play
  - If no improvement following two verbal reminders then referral to the Headteacher or Assistant Headteacher (level 3)
  - Loss of privileges where appropriate (level 4)
- A form of apology is always expected
- Inappropriate behaviour that is persistent, e.g. loss of three reward times, will result in parents/carers being informed and invited to a meeting with the Headteacher to discuss the pupil's behaviour
- Certain behaviour has zero tolerance resulting in referral straight to the Headteacher and then parents informed. e.g. swearing, lack of respect, aggressive behaviour, bullying, rude gestures, endangering self or others

## **The Headteacher**

Incidents reported to the Headteacher are deemed to be very serious and a written report will be completed in the behaviour log which is kept in the school office. The Headteacher will interview the children and discuss the matter with the class teacher to decide what sanctions will be applied or if parents should be informed. If parents are told, then they will be invited to discuss the incident with staff, to find an agreed approach to improvement. The Chair of Governors may be informed for the record as well.

Pupils who display continuous disruptive behaviour will be supported by Behaviour Support Services and may be considered for a multi-agency assessment, where appropriate.

## **Screening, Searching and Confiscation**

The general power to discipline enables a member of staff to search without consent and confiscate, retain or dispose of a pupil's property as punishment and protects them from liability for damage to, or loss of, any confiscated items. Any confiscated items will either be returned to the pupil at the end of the school day or given to their parent/carer. Weapons and knives will always be handed over to the police. The school will always follow DfE advice

provided in 'Screening, Searching and Confiscation - advice for school leaders, staff and governing bodies'.

### **Power to use Reasonable Force**

The legal provisions on school discipline provide members of staff with the power to use reasonable force to prevent pupils committing an offence, injuring themselves or others, or damaging property, and to maintain good order and discipline in the classroom. Circumstances in which reasonable force may be used would be to physically separate pupils found fighting or if a pupil refuses to leave a room when instructed to do so.

Certain restraining techniques present an unacceptable risk when used on children and are not used in school. These include:

- the 'seated double embrace' which involves two members of staff forcing a person into a sitting position and leaning them forward, while a third monitors breathing;
- the 'double-basket-hold' which involves holding a person's arms across their chest; and
- the 'nose distraction technique' which involves a sharp upward jab under the nose.

### **Use of force is never used as a punishment.**

Any serious incident involving the use of force is recorded and the parents/carers informed.

The school acknowledges their legal duty to make reasonable adjustments for disabled children and children with SEND.

The school will always follow the DfE advice as outlined in 'Use of Reasonable Force - Advice for head teachers, staff and governing bodies'.

### **Exclusion**

In very serious cases and after discussion with the Chair of Governors and the parents, it may be necessary to exclude children according to the rules set by the Authority. The exclusion will either be for a set period or permanently. In cases of a permanent exclusion parents have the right of appeal. Parents will be informed in writing when the set period is to end.

### **Discipline beyond the school gate**

Teachers have a statutory power to discipline pupils for misbehaving outside of the school premises and will use this power only when appropriate. All non-criminal bad behaviour and bullying which occurs anywhere off the school premises and which is witnessed by a staff member or reported to the school shall follow the guidance in this policy.

A pupil may be disciplined for:

- any misbehaviour when the child is:
  - taking part in any school-organised or school-related activity or
  - travelling to or from school or
  - wearing school uniform or
  - in some other way identifiable as a pupil at the school.
- or misbehaviour at any time, whether or not the conditions above apply, that:
  - could have repercussions for the orderly running of the school or
  - poses a threat to another pupil or member of the public or
  - could adversely affect the reputation of the school.

If the behaviour brought to the attention of the Headteacher is criminal or poses a serious threat to a member of the public, the police will be informed. In addition, if the school considers that the misbehaviour may be linked to the child suffering, or being likely to suffer, significant harm the school's safeguarding policy will be followed.

### **Pastoral Care for School Staff**

All complaints will be thoroughly, speedily and appropriately investigated. Suspension will not be an automatic response when a member of staff has been accused of using excessive force. The Governing Body and Headteacher will follow the advice in the 'Dealing with Allegations of Abuse against Teachers and Other Staff' guidance.

### **Policy Review and Evaluation**

The Headteacher is the staff member with overall responsibility to ensure that the Behaviour and Discipline Policy is implemented and reviewed. The review will be annual and will involve consultation with staff and School Governors.

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