

# St. Mark's Catholic Primary School

## Behaviour Management Policy

### **Mission Statement**

*In a caring Christian community, together we love, learn, laugh and achieve.*

We are very proud of the behaviour of all our children within St. Mark's. Visitors to the school always comment on the excellent behaviour and attitude of our children. Ofsted have always graded behaviour and safety of children as either good or outstanding. We aim for our school to be a safe, secure and supportive environment, to enable all our pupils to live our Mission Statement and achieve their full potential.

We have school rules so that we can ensure that all members of St. Mark's community feel valued and respected and all children can learn to the best of their ability. We teach the children our rules from the time they start at St. Mark's and it is vital that parents support us by encouraging their child to keep these rules in order to make our school a happy and secure place of learning for all pupils and adults.

### **School Rules**

The rules set clear limits for behaviour and state what sort of behaviour we want to see from our children. We emphasise the following:

- a) We have rules to ensure that children can learn safely and happily.
  - b) Each child makes a choice to break a rule.
  - c) The consequences are non-negotiable and all children start afresh each day.
- We give lots of praise, rewards and reinforcement for responsible behaviour.

### **Rewards**

Within our school we have rewards for good behaviour and good work. Some examples are:

**Verbal praise** - our whole school philosophy is based on celebrating and praising children being "good". All staff highlight, encourage and praise children whenever possible.

**Smiley faces** - all adults in school have smiley face cards, which are given to any pupil at any time for good behaviour, kindness, consideration, good work, effort etc. Pupils are awarded certificates:

Bronze 300 smiley faces

Silver 500 smiley faces

Gold 700 smiley faces

**Good to be Green** - This is a daily behaviour scheme for the classroom only. Each morning every child will have a green card in their holder, if a child misbehaves they will be issued with a yellow warning card this will replace the green card in the

holder. If the child misbehaves again another yellow card will be issued and placed in the holder. If the child misbehaves again then a red consequence card will replace the two yellow cards. The red card will be kept behind the green card until the end of the week.

The consequences are:

2 warning cards in a week - one detention

1 red card in a week - two detentions

2 red cards in a week - two detentions and meeting with Headteacher

3 red cards in a week - two detentions and further meeting with Headteacher, parents/carers informed

All children who have not been issued with a red card by the end of the week will be asked to stand up in assembly to congratulate them. They will also be placed into a draw for a free snack the following week.

**Golden Time** - This takes place each Friday afternoon within class, children who have been well behaved and completed all tasks at an appropriate level receive golden time, when they have a variety of fun activities within their classroom.

**Class Rewards** - Each teacher uses their own class based reward system for both individual and group/table motivation.

**Individual certificates** - these are presented each week in Assembly to one child in each class who has worked hard or made a significant achievement in:

**Student of the Week**

**Maths / Reading Award alternate weeks**

**Good Manners Award**

**Attendance and Punctuality** - certificates are presented at Assembly each week for the class with the highest percentage. At the end of each term the class with the best Attendance receive a reward eg extra playtime.

**Attendance** - all pupils who have 100% attendance for that term, receive an Attendance Reward Card. At the end of each year, each child who has 100% attendance for the year are entered into a draw, the winner receives a small prize.

## **Sanctions**

Unfortunately some children do not always follow our school rules. Listed below are the sanctions, which may be used depending on the seriousness of the incident.

### **In Class**

Each teacher will use appropriate sanctions in their classroom. These may include:

- verbal reprimands

- loss of privileges

- rewards and sanctions within class based systems - **Good to be Green**

There is also detention at playtime and zonepark, supervised by a member of staff. For a more serious offence the Learning Mentor or Deputy Head will deal with the matter. If a child's behaviour is deemed more serious or persistent, the child will be seen by the Headteacher, who may involve parents/carers.

#### **Class rules (written by pupils)**

- Listen quietly to the teacher
- Respect each other
- Put your hand up for attention
- Be safe and sensible when using a computer or internet
- Be polite to everyone

#### **Playtime / Lunchtime**

Misbehaviour at playtime is dealt with by the teacher on duty, who will inform the class teacher of the children involved.

At lunchtime and zonepark the Learning Mentor, Teaching Assistants and Welfare-staff deal with problems as they arise and will inform the class teacher of any concerns.

All serious incidents are recorded.

Any Racist or Homophobic Incident is recognised as very serious and are recorded as such.

#### **Playground rules (written by pupils)**

- Stay away from the wood
- Always include everyone in your games
- Set a good example
- Pick up any litter
- Be careful and share the equipment
- Tidy up after yourself
- Be kind
- Respect adults
- Tell an adult if you feel frightened or sad
- Ask permission to leave the playground
- When the whistle blows, stand still
- Walk sensibly and quietly to our lines

#### **Lunchtime rules (written by pupils)**

- Talk quietly
- Be sensible with your food
- Walk around the dinner hall
- Don't waste food
- Respect the dinner staff
- Be kind during dinner

#### **Consequences**

- Verbal warning - child should apologise to those concerned
- If the child continues to break the rules he/she will be sent into detention

- If the rules continue to be broken, the child will be sent to the Learning Mentor or Deputy Head
- If there is a serious incident or continual misbehaviour the child will be excluded from the playground for a period of time, depending on the severity of the incident.
- If a child is involved in fighting, parents will usually be notified.

## **Bullying**

Is usually defined as behaviour that is: repeated, intended to hurt someone either physically or emotionally, often aimed at certain groups, for example because of race, religion, gender or sexual orientation

It takes many forms and can include: physical assault, teasing, making threats, name calling, cyberbullying - bullying via mobile phone or online (for example email, social networks and instant messenger)

- We do not tolerate any form of bullying whether physical or verbal.
- We encourage children to tell us if they feel they are being teased or hurt in any way.
- We always speak to the children involved and inform parents if it does not stop
- We do all we can to help the child who is being bullied.
- All incidents of bullying are recorded.

## **Racist / Homophobic Incidents**

- We do not tolerate racist or homophobic behaviour in any form and will always challenge it.
- We will explain to children why it is not acceptable and if it is repeated, parents will be notified.
- All incidents of racist or homophobic behaviour are recorded.

## **Physical Intervention**

Staff have a duty of care for all pupils in the school and may, as a last resort, have to physically intervene in order to safeguard the welfare of children in their care. Section 550A of the 1997 Education Act. This might involve staff searching pupils and confiscating any items inappropriate for school and the restraint of pupils.

## **Power of members of staff to restrain pupils**

Staff at St Mark's have undertaken Team Teach training (de-escalation strategies and safer restraint techniques)

1. A member of the staff may use, in relation to any pupil at the school, such force as is reasonable in the circumstances for the purpose of preventing the pupil from doing (or continuing to do) any of the following:

- a. committing any offence
- b. causing personal injury to, or damage to the property of any person (including the pupil themselves)
- c. engaging in any behaviour prejudicial to the maintenance of good order and discipline at the school or among any of its pupils, whether that behaviour occurs during a teaching session or otherwise.

Subsection (1) applies where a member of the staff of a school staff is-

- a. on the premises of the school, or
- b. elsewhere at a time when, as a member of its staff he has lawful control or charge of the pupil concerned;

but it does not authorise anything to be done in relation to a pupil which constitutes the giving of corporal punishment within the meaning of section 548.

Subsection (1) shall not be taken to prevent any person from relying on any defence available to him or otherwise than by virtue of this section.

In this section-

'member of staff', in relation to a school, means any teacher or TA who works at the school and any other person who, with the authority of the Headteacher, has lawful control or charge of the pupils at the school;

'offence' includes anything that would be an offence but for the operation of any presumption that a person under a particular age is incapable of committing an offence.

## **Confiscation of Inappropriate items**

There are two sets of legal provisions which enable school staff to confiscate items from pupils:

1. The **general power to discipline** enables a member of staff to confiscate, retain or dispose of a pupil's property as a punishment, so long as it is reasonable in the circumstances. The law protects them from liability for damage to, or loss of, any confiscated items provided they have acted lawfully.
2. **Power to search without consent** for "prohibited items" including:
  - Knives and weapons
  - Alcohol
  - Illegal drugs
  - Stolen items
  - Tobacco and cigarette papers

- Fireworks
- Pornographic images
- Any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property
- Any item banned by the school rules which has been identified in the rules as an item which may be searched for.

The legislation sets out what must be done with prohibited items found as a result of a search.

**Weapons and knives and extreme or child pornography must always be handed over to the police, otherwise it is for the teacher to decide if and when to return a confiscated item.**

### **Exclusions**

At St Mark's we try different strategies in order to help a child who finds keeping the rules difficult. However the health and safety of other children and staff has to be our priority as well as the effective education of every pupil. If a child is affecting others' safety or education, we may have to exclude him or her from school, either for a fixed term, or in exceptional circumstances, permanently.

We may exclude from school if the pupil:

- Does not keep the rules so that a class is disrupted to the extent that other children's learning and/or safety is affected.
- Is extremely aggressive, physically violent or rude to a pupil or member of staff.
- Persistently refuses to obey instructions from a member of staff.
- Continues to bully another pupil, whether physically or verbally
- Is involved in behaviour that brings the school into disrepute by being involved in any of the above behaviours outside school, or while taking part in a school visit.

We do all we can to work with parents to prevent serious sanctions having to be used. If children have extreme behavioural difficulties, we would expect them to be on our Special Educational Needs Register, have an Individual Education Plan and/or an Individual Behaviour Plan with targets and support for improvement. We also seek guidance from Knowsley Authority to provide external support for such pupils. In the rare event that a child is excluded from school, where a fixed term exclusion is for more than five days, the Governors' Discipline Committee will meet to consider the exclusion. If a pupil's fixed term exclusions amount to more than fifteen days in one term, the Governors' Discipline Committee will meet to consider the exclusions. Parents are informed of their rights to appeal in the letter notifying them of the exclusion. As soon as a decision to exclude a child is made, the parents or carers are contacted by telephone and are expected to collect their child from school immediately. The parents or carers are also expected to meet the Headteacher to discuss their child's behaviour before he or she returns to school.

### **How can parents help the school?**

It is very important that parents always report concerns to the school, especially if they involve another pupil. It is not appropriate for parents to approach someone else's child or another parent about an incident that may have occurred in school. Matters should always be referred to the school for investigation so that appropriate action may be taken.

### **We teach the children to:**

- Always tell the truth
- Say sorry and to forgive
- It's not right to fight
- Tell an adult if they are upset or worried

### **We would like parents to:**

- Explain the rules to their child
- Tell their child to seek adult help if they have a problem
- Tell their child not to hit back
- Tell the school if their child is worried about anything
- Let the school deal with any problem rather than contact other parents
- Ensure their child arrives at school and is collected on time
- Make sure their child is wearing the correct school uniform
- Make sure their child has what they need for school, especially PE kit
- Read newsletters and other information so they know what is going on in school
- Acknowledge letters sent home by signing and returning the reply slip where appropriate.
- Be positive and praise their child for their achievements, however small.

At St. Mark's we need parental support to uphold our Catholic / Christian values. We know that with your help, we can achieve our stated aims so that all children and adults feel valued, respected and can work to the best of their ability.