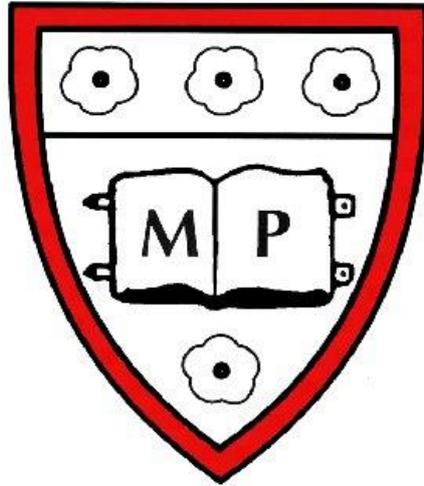


Malpas Park Primary School



“Making a difference together”

Policy for Encouraging Positive Behaviour

March 2016

At Malpas Park Primary School our purpose is to provide a secure, supportive and inspirational environment where every individual is valued and enabled to achieve their full potential. A care and respect for the community and their wider environment is instilled along with the development of flexible and transferable skills for life-long learning. At our school we make a difference together.”

1. Aims and Objectives

- 1.1 It is a primary aim of Malpas Park Primary School to ensure that every member of the school community feels valued and respected, and that each person is treated fairly and well. We are a caring community, whose values are built on mutual trust and respect for all. The school's behaviour policy is therefore designed to support the way in which all members of the school can live and work together in a supportive way. It aims to promote an environment in which everyone feels happy, safe and secure.
- 1.2 This policy supports the school community in aiming to allow everyone to work together in an effective and considerate way.
- 1.3 The school expects every member of the school community to behave in a considerate way towards others.
- 1.4 We treat all children fairly and apply this behaviour policy in a consistent way.
- 1.5 This policy aims to help children grow in a safe and secure environment, and to become positive, responsible and increasingly independent members of the school community.
- 1.6 The school rewards good behaviour, as it believes that this will develop an ethos of kindness and cooperation. This policy is designed to promote good behaviour, rather than merely deter anti-social behaviour.
- 1.7 Annually the teachers, support staff and children determine appropriate rules that they collectively feel help make the school a happy and caring community. These rules reflect the following principles and are worded in age-appropriate terms to ensure that they become the **responsibility of the child:-**
 - Showing care and respect for your fellow pupils, teachers and helpers
 - Keeping hands, feet and unkind words to yourself
 - Being polite and well-mannered
 - Being sensible at playtimes and lunchtimes and not playing rough games
 - Never shouting or swearing
 - Taking pride in our school

The agreed class rules are 'refreshed' by every class after every break for a holiday. This ensures that children focus upon them regularly, they have no excuses for breaking them and any new children in attendance are made aware of them at the beginning of their time at Malpas Park Primary School.

2. The School's responsibilities are:

- To treat all children fairly, equally and with respect
- To value each child's contribution to the school
- To create a safe and pleasant environment for learning
- To provide a curriculum which is accessible and interesting
- To recognise that each child has individual needs
- To help each child to achieve his or her best
- To promote positive relationships and respect for others

- To address incidents of misbehaviour and support children to improve their behaviour

3. The Parents' responsibilities are:

- To ensure that our children understand the importance of their education and of good behaviour
- To discuss their education: ask what they have learnt, listen to what they have to say, encourage and help with homework
- To praise them for their efforts and achievements
- To ensure that our children respect differences and do not abuse or discriminate against people different from themselves
- To encourage our children to sort out difficulties without hitting, fighting or swearing, at home and at school
- To speak regularly with our children's teachers and keep informed about our children's behaviour
- To ensure that they refrain from the use of social media in relation to matters of pupil behaviour and disputes between children
- To make sure our children come to school every day and arrive on time - to contact the school if your child is ill
- To support the school staff in implementing this policy

4. Expectations of Behaviour at Malpas Park Primary School

- 4.1 We have high expectations of positive behaviour at Malpas Park Primary School
- 4.2 We encourage children to take responsibility for their own behaviour and to change any negative behaviour by considering the consequences of their actions. If it concerns other children, we encourage the children to sort out the problem themselves whenever possible, by discussing the incident together with members of the School and Eco Council or a member of staff if needed
- 4.3 In the event that a child enters school or at some point in the day displays negative characteristics and are clearly not ready to learn; have the potential to disrupt classroom practice to a level deemed unacceptable by the Class Teacher or children, they will be asked to spend the remainder of the day in another supervised area within the school including another classroom. As a result they will be entered into the Behaviour File

Whole School Rules

- Follow all instructions first time
- Keep hands, feet, objects and unkind words and actions to yourself
- Follow agreed class rules
- Be properly dressed and equipped for all lessons

Rewards

- Head Teacher, Teacher and Learning Support Staff praise
- Role Model Board
- Stickers

- Individual prizes
- Certificate or note home
- Class awards
- Schools Council awards – ‘You’ve Turned it Around’
- Attendance awards

5. Discipline Procedure - dealing with unacceptable behaviour

The school’s procedure for discipline was introduced in September of 2011 and is reviewed each time this policy is updated with input from pupils. It is followed rigorously and the parents each receive a copy at the beginning of the Autumn Term in support of the Home School Agreement. The procedure is outlined below and known as ‘**Code 321**’ by all at school.

If any pupil displays negative behaviour which goes against the rules of the classroom or of the whole school staff will:-

- **Warn the child** and use positive reinforcement of expected behaviour.
- If the same behaviour persists, they will **insist upon the child sitting away from the main group for a period of time out with a maximum of ten minutes for older children** (carpet area, chair outside the classroom, on a bench if the lesson is in the hall or the class are involved in outside activities).
- If the child has been removed from the group this will **be recorded in the class Behaviour File** by the class teacher.
- If needed the child can be sent to a calming space for a short period before returning to the main group
- Once a child has **three entries** of negative behaviour incidents recorded in the Behaviour File, **the child, the Behaviour File and a Detention Card showing the child’s name must be sent to the Detention Co-ordinator. Parents will be notified via letter that a period of detention has been carried out.**
- **Child attends a period of detention** during lunchtime on Friday where they will be expected to complete a restorative worksheet (what I did; who was harmed; what I need to do next time; what I could do to repair what I did) and/or a letter or task of reparation.
- Following this, if there is a further infringement of expected behaviour, the above procedure is to be carried out again following **two entries** of negative behaviour incidents in the Behaviour File. **In addition to the period of detention however, the Detention Co-ordinator along with the Class Teacher will ask to see the parents or carers. The Head Teacher will be informed** of this meeting.
- If there is further incident (**one more entry** of negative behaviour recorded in the Behaviour File), the **Head Teacher will send home a letter, requesting parents or carers to come to school and discuss the behaviour of their child.**

- Any further incident will involve sanctions being carried out by the Head Teacher in line with the Local Authority's suspension and exclusion procedures.

3 entries in the Behaviour File	Lunchtime detention; parents notified; Head Teacher informed
2 more entries in the Behaviour File	Lunchtime Detention; meeting between parents, the Class Teacher and the Detention Co-ordinator; Head Teacher informed
1 more entry in the Behaviour File	Lunchtime Detention; parents to meet with the Head Teacher, the FP/KS2 Leader and the Class Teacher
A further single entry in the Behaviour File	Fixed Term Exclusion from school for 1 week with work to be completed at home
A further single entry in the Behaviour File	Permanent Exclusion from Malpas Park Primary School

In an emergency situation, the child is to be sent to the DHT/HT. If the child refuses to do as instructed, the DHT/HT will be sent for and other children removed from the situation if deemed appropriate.

For more serious incidents such as: overly aggressive fighting or hurting others, bullying, racism, stealing, behaving in a dangerous manner, deliberately ignoring instructions or being very rude to others, the sanctions may be 'accelerated' to Deputy Head Teacher or Head Teacher involvement and will include a formal meeting with the parents or carers.

Such behaviour could result in a referral being made to the Additional Needs team and/or a period of exclusion from school. Children with serious or repeated behavioural difficulties may be included on the Additional Needs Register in accordance with the statutory Code of Practice.

At Malpas Park Primary School **the children believe that incidents such as the following are unacceptable** and warrant entry into the class Behaviour File and potentially exclusion from activities whereby they are representing the school` :-

- Physical contact with intent
- Hurting someone else's feelings with intent; including the initiation of rumour and 'gossip'
- Deliberate humiliation; name-calling or a personal insult
- Swearing; the use of inappropriate of language
- Risking harm to yourself or others
- Telling lies
- Displaying threatening behaviour; physical or verbal
- Taking, damaging or hiding someone else's possessions
- Damaging school property on purpose

Pupil Voice Working Party March 2016

7. School and Eco Council (SEC) Members

SEC members are in the playground to help children play together, make friends and sort out minor disagreements. Children are expected to listen to them and respect them as much as the adult supervisors.

8. Incidents of Bullying or Racism

We regard bullying and racist behaviour as extremely serious and take firm action against it. (For further detail see our Policy for Anti-bullying)

We promote the celebration of diversity and equal opportunities throughout school life and support children to stand up against bullying or racist behaviour, for themselves and to help others.

We encourage children and parents to always let teachers know of any incidents so we can take action against it.

We will always try to help children improve their attitude to learning and their behaviour and may suggest support from the team of specialist teachers or the Inclusion team.

9. Dealing with Unacceptable Behaviour from Adults or Adult Visitors to the School

As professionals, we at Malpas Park Primary School do not believe that we should be placed into a situation where another adult displays threatening or aggressive behaviour to a member of staff. This type of disruption is often extremely detrimental to children's behaviour and attitudes towards school, severely affecting teaching and learning. It is expected that adults working within the school consistently demonstrate respect for one another.

If a parent or other adult arrives within the school displaying this negative behaviour, the following precautions will be taken:

- The member of staff should explain to the visitor that a professional dialogue cannot be carried out under these circumstances and explain that if the visitor does not calm down, the discussion will be terminated.
- If the visitor does not then conduct himself/herself in an appropriate manner, the member of staff should politely but firmly explain that this is not acceptable and leave the immediate environment. The member of staff should then seek the support of another member or a colleague, preferably the Head Teacher or Deputy Head Teacher.
- If the visitor is still conducting themselves in a manner unacceptable to the school environment, the police will be contacted to remove the person from the school grounds.

10. Restrictive Physical Intervention (RPI)

The school wishes to avoid any use of RPI. We believe that, in general, any use of physical force is unhelpful. We emphasise and teach alternative means to resolve disputes, to alert others to frustrations and so on. It may, very occasionally, be necessary, in extreme cases, however to employ methods to maintain the safety of pupils or staff. RPI will only be used when: -

1. A child puts him or herself in a position of physical danger.
2. He or she places others in a position of danger.

All staff at Malpas Park have received training and are re-trained every three years, in incident de-escalation and reaction using an accredited UK programme - Team-Teach.

When RPI is used, parents will be informed immediately, via a telephone call. A meeting is then held with parents as soon as possible after the incident has taken place. All involved in the incident will receive a de-briefing session. A formal Positive Handling Plan will be drawn up and circulated to all concerned relating to the incident. This plan may include the application of a traditional consequence or an element from restorative practice. For further information, please see the school's Policy for RPI.

The school's Policy for Encouraging Positive Behaviour was agreed by the Governing Body and will be regularly reviewed.

Date agreed: March 2016

Date to be reviewed: March 2019

Head Teacher: Kate Guest

Signed: 

Chair of Governing Body: Denis Mills

Signed: 