

# LVS ASCOT

## Junior School Behaviour and Discipline Policy

This policy reflects the school's values and philosophy in relation to behaviour and discipline. It sets out a framework within which staff can operate and gives guidance rewards, sanctions and behaviour management. It is designed to promote good behaviour, rather than merely deter anti-social behaviour.

### **Aims and expectations**

- To ensure a positive and safe and secure working environment for all
- To encourage good behaviour and consideration for others.
- To allow all students opportunity to succeed
- To encourage a respect for learning
- To provide a clear structure in which all can feel supported
- To ensure that every member of the school community feels valued and respected, and that each person is treated fairly and well.
- We treat all children fairly and apply this behaviour policy in a consistent way.
- To help children to become positive, responsible and increasingly independent members of the school community.

### **The role of class teacher**

- It is the responsibility of the class teacher to ensure that the school rules are enforced in their class, and that their class behaves in a responsible manner during lesson time.
- The class teacher discusses the Golden Rules with their class. The Golden Rules are then agreed and displayed on the wall of the classroom. In this way, every child in the school knows the standard of behaviour that we expect in our school. If there are incidents of anti-social behaviour, the class teacher discusses these with the whole class during 'circle time'.
- The class teachers in LVS Junior School have high expectations of the children in terms of behaviour, and they strive to ensure that all children work to the best of their ability.
- The class teacher treats each child fairly and enforces the classroom code consistently. The teacher treats all children in their class with respect and understanding.
- If a child misbehaves repeatedly in class, the class teacher keeps a record of all such incidents. In the first instance the class teacher deals with incidents him/herself in the normal manner. However, if misbehaviour continues, the class teacher seeks help and advice from the Head Teacher.
- The class teacher reports to parents about the progress of each child in their class, in line with the whole school policy. The class teacher may also contact a parent if there are concerns about the behaviour or welfare of a child.

### **The role of the Head Teacher**

- It is the responsibility of the head teacher, under the School Standards and Framework Act 1998, to implement the school Behaviour Policy consistently throughout the school. It is also the responsibility of the head teacher to ensure the health, safety and welfare of all the children in the school.
- The Head Teacher supports the staff by implementing the policy, by setting the standards of behaviour, and by supporting staff in the implementation of the policy.
- The Head Teacher keeps records of all reported serious incidents of misbehaviour.
- The Junior School Head Teacher has the responsibility for giving fixed term suspensions to individual children for serious acts of misbehaviour. For repeated or very serious acts of anti-social behaviour, the Junior School Head Teacher may permanently exclude a child after consultation with the Director of Education.

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## The role of the parents

- The school works collaboratively with parents, so children receive consistent messages about how to behave at home and at school.
- We explain the school rules in the school prospectus and we expect parents to read these and support them.
- We expect parents to support their child's learning and to co-operate with the school, as set out in the Home School Agreement. We try to build a supportive dialogue between the home and the school, and we inform parents immediately if we have concerns about their child's welfare or behaviour.
- If the school has to use reasonable sanctions to punish a child, parents should support the actions of the school. If parents have any concerns about the way that their child has been treated, they should initially contact the class teacher. If the concern remains, they should contact the Junior School Head Teacher. If these discussions cannot resolve the problem, a formal grievance or appeal process can be implemented.

## Rewards

We praise and reward children for good behaviour in a variety of ways:

- Teachers congratulate children.
- Teachers give children stickers which equate to house points.
- Each week class teachers award a Star of the Week certificate which is given to children for good work/ behaviour. These certificates are acknowledged in whole school assembly.
- Once a week, house point totals are collected by the House Captains. The results are announced in an Assembly and the winning team receives an award. Half termly totals are also calculated and awarded.
- Teachers award golden nuggets/house points to individuals or the class as a whole and these are rewarded with 'Golden Time' once all the nuggets have been awarded. Teachers will write on the children's pieces of work if they have earned a nugget.
- Head Teacher stickers are awarded to children for good work / behaviour or to acknowledge outstanding effort or acts of kindness in school.
- On a rota basis all classes have an opportunity to lead an assembly of interesting work carried out in the classroom.

The school acknowledges all the efforts and achievements of the children, both in and out of school.

## Sanctions

The school employs a number of sanctions to enforce the school rules, and to ensure a safe and positive learning environment. We employ each sanction appropriately to each individual situation.

- We expect children to listen carefully to instructions in lessons. If they do not do so, we ask them either to move to a place near the teacher or to sit on their own.
- We expect children to try their best in all activities. If they do not do so, we may ask them to redo a task.
- If a child is disruptive in class, the teacher reprimands him/her. If a child misbehaves repeatedly, we isolate the child from the rest of the class until he/she calms down, and is in a position to work sensibly again with others.
- The safety of the children is paramount in all situations. If a child's behaviour endangers the safety of others, the class teacher stops the activity and prevents the child from taking part for the rest of that session.
- If a child threatens, hurts or bullies another pupil, the class teacher records the incident and an appropriate sanction is put in place. If a child repeatedly acts in a way that disrupts or upsets others, the school contacts the child's parents and seeks an appointment in order to discuss the situation with a view to improving the behaviour of the child.

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- **Removal of Nuggets/House points**

If deemed appropriate by the class teacher, a child will remove a golden nugget if they have misbehaved and keep the nugget with them at their table until they have earned the right to replace the nugget in the collection jar. Alternatively a house point may be deducted.

- **'Black Book'**

The Assistant Head (Pastoral) will be responsible for a detention system in school whereby she will visit each class at the end of each week with a black book. If a class teacher feels a child has misbehaved continually over the course of the week their name will be entered into the book. The child will then miss one playtime and remain inside, supervised by the Assistant Head (Pastoral).

- **Report to Head Teacher**

If a child uses consistently poor behaviour (if they have been in the Black Book three times) or if there is an incident of serious misconduct, such as bullying or inappropriate physical behaviour, the Head Teacher will be informed immediately and will deal with the child directly.

- **Parents**

If persistent bad behaviour continues or there is a case of inappropriate physical behaviour the Head Teacher will meet with the parents of the child to discuss ways forward to encourage improved behaviour.

The school does not tolerate bullying of any kind. If we discover that an act of bullying or intimidation has taken place, we act immediately, in line with the Anti-Bullying Policy, to stop any further occurrences of such behaviour. While it is very difficult to eradicate bullying, we do everything in our power to ensure that all children attend school free from fear.

## **Monitoring**

The Assistant Head – Pastoral monitors the effectiveness of this policy on a regular basis. They also report to the Head Teacher on the effectiveness of the policy and, if necessary, make recommendations for further improvements.

The school keeps a variety of records of incidents of misbehaviour. The class teacher records minor classroom incidents. The Head Teacher records those incidents where a child is sent to him/her on account of bad behaviour. We also keep a record of any incidents that occur at break or lunchtimes: lunchtime supervisors give written details of any incident in the incidents book kept in the Head Teacher's office.

The Head Teacher keeps a record of any pupil who is suspended for a fixed term or who is permanently excluded.

## **Review**

This Behaviour and Discipline policy will be reviewed in the Spring Term 2011 by all members of Junior School staff.