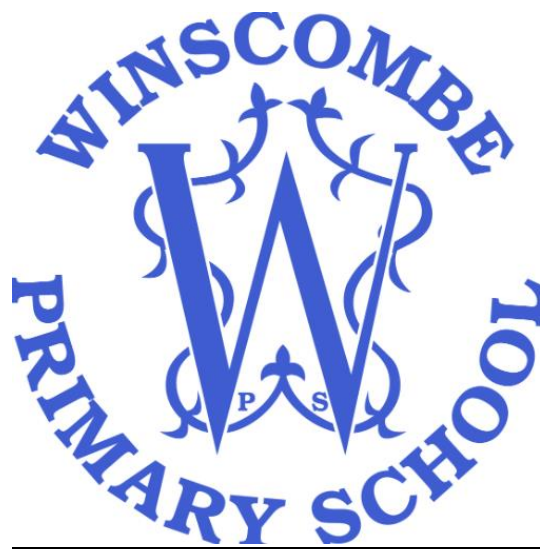


# Winscombe Primary School



## **Behaviour Policy**

Signed: .....

Date of policy: September 2023

Review of Policy: September 2024

# Behaviour Policy

## Aims of this policy

- Provide a consistent approach to behaviour management
- Define what we consider to be unacceptable behaviour, including bullying and discrimination
- Outline how pupils are expected to behave
- Summarise the roles and responsibilities of different people in the school community with regards to behaviour management
- Outline our system of rewards and sanctions

## Legislation and statutory requirements

This policy is based on advice from the Department for Education (DfE) on:

- [Behaviour and discipline in schools](#)
- [Searching, screening and confiscation at school](#)
- [The Equality Act 2010](#)
- [Keeping Children Safe in Education](#)
- [Use of reasonable force in schools](#)
- [Supporting pupils with medical conditions at school](#)

It is also based on the [special educational needs and disability \(SEND\) code of practice](#) Schedule 1 of the [Education \(Independent School Standards\) Regulations 2014](#); paragraph 7 outlines a school's duty to safeguard and promote the welfare of children, paragraph 9 requires the school to have a written behaviour policy and paragraph 10 requires the school to have an anti-bullying strategy  
[DfE guidance](#) explaining that academies should publish their behaviour policy and anti-bullying strategy online

This policy complies with our funding agreement and articles of association.

## Statement of behaviour principles

- Every pupil understands they have the right to feel safe, valued and respected, and learn free from the disruption of others
- All pupils, staff and visitors are free from any form of discrimination
- Staff and volunteers set an excellent example to pupils at all times
- Rewards, sanctions and reasonable force are used consistently by staff, in line with the behaviour policy
- The behaviour policy is understood by pupils and staff
- The WLT exclusions policy explains that exclusions will only be used as a last resort, and outlines the processes involved in permanent and fixed-term exclusions
- Pupils are helped to take responsibility for their actions
- Families are involved in behaviour incidents to foster good relationships between the school and pupils' home life

## **Behaviour in our school**

In our school we aim to create an atmosphere in which everyone cares for each other. It is important that every child in school feels secure, in surroundings that are calm and ordered, so that effective teaching and learning can take place. All our actions have the best interest of the child as our core principle. This is underpinned by our schools vision and aims.

## **Our School Vision**

Our vision at Winscombe Primary School is to be a nurturing and caring environment for all those who interact with us. With our support, the children will flourish, both personally, socially and academically, leaving them equipped to thrive as individuals, support others and blossom in the 21<sup>st</sup> century. As a 'Learning Without Limits' school, we know that everyone can achieve and improve from their starting point. A growth mind set is essential to promote this. We will always strive to empower every member of our diverse community to be the very best version of themselves.

Our chosen values have been selected from our stakeholders' contributions and this plan supports the aims of the National Curriculum: to promote the fundamental British values of democracy, the rule of law, individual liberty, mutual respect and tolerance of those with different faiths and beliefs. Further, it underpins our new strapline:

# **C.A.R.E.**

Our children will...

**Care**  
**Aspire**  
**Respect**  
**Excel**

***We will: nurture respectful, active learners that will flourish, excel and aspire to make a positive difference to their communities and beyond.***

All children need to feel safe before they can learn. It is our responsibility to ensure we provide a safe environment. This includes providing clear routines, structures, safe places and the presence of reliable and trusted adults. Creating a safe, calm and organised environment should reduce disruptive or negative behaviours.

Equally, all our children are expected to behave in a responsible manner, both to themselves and to others. Thus showing consideration, courtesy and respect for other people at all times. All staff are also expected to model this behaviour at all times and follow a clear code of conduct.

## Our School Behaviour Charters

Golden Rules	Golden Rules for the playground	Golden Rules for the Dining Hall
<ul style="list-style-type: none"><li>○ We are gentle to others</li><li>○ We are kind and helpful</li><li>○ We work hard and try our best</li><li>○ We look after our belongings and our school environment</li><li>○ We listen to others</li><li>○ We are honest</li></ul>	<ul style="list-style-type: none"><li>○ We are gentle to others</li><li>○ We are kind and helpful</li><li>○ We play well with others</li><li>○ We care for the playground</li><li>○ We listen</li><li>○ We are honest</li></ul>	<ul style="list-style-type: none"><li>○ We line up calmly</li><li>○ We walk carefully through the hall</li><li>○ We speak quietly to those around us</li><li>○ We keep our table clean</li><li>○ We are polite to everyone</li><li>○ We use good table manners</li></ul>

## Classroom management

Behaviour is a curriculum; children must be taught how to behave well and time given for this. Teaching and support staff are responsible for setting the tone and context for positive behaviour within the classroom and school. They will:

- Create and maintain a stimulating environment that encourages pupils to be engaged
- Display the pupil behavior charter
- Develop a positive relationship with pupils, which may include:
  - Greeting pupils in the morning/at the start of lessons and provide them with early morning work to set the tone for the day
  - Establishing clear routines
  - Communicating expectations of behaviour in ways other than verbally
  - Highlighting and promoting good behaviour
  - Concluding the day positively and starting the next day afresh
  - Having a plan for dealing with low-level disruption
  - Using positive reinforcement

## Roles and responsibilities

### Wessex Learning Trust

We are part of the Wessex Learning Trust and as such adhere to their policies related to behaviour. Please see them listed below:

- Exclusions Policy
- Dealing with Aggressive Parents Policy
- Dealing with Allegations of Abuse against Staff policy
- Attendance
- Safeguarding (Child Protection) Policy

The WLT Behaviour and Inclusion Strategy is used as a toolkit to support pupils who are struggling to adhere to our school rules. Behaviour incidents and Exclusions are recorded on Provision Map.

## Governing body

The governing board is responsible for monitoring this behaviour policy's effectiveness and holding the headteacher to account for its implementation.

The governing board also emphasises that violence or threatening behaviour towards staff will not be tolerated in any circumstances and this is further endorsed by the Wessex Learning Trust Policy, Dealing with Aggressive Parents Policy.

### **The Executive Headteacher/ Head of School**

The headteacher is responsible for reviewing and approving this behaviour policy. The headteacher will ensure that the school environment encourages positive behaviour and that staff deal effectively with poor behaviour, and will monitor how staff implement this policy to ensure rewards and sanctions are applied consistently.

### **Staff**

Staff are responsible for:

- Implementing the behaviour policy consistently
- Modelling positive behaviour
- Providing a personalised approach to the specific behavioral needs of particular pupils
- Recording behaviour incidents

The senior leadership team will support staff in responding to behaviour incidents.

### **Parents**

Parents are expected to:

- Support their child in adhering to the pupil code of conduct, outlined in their Home-School Partnership Agreement
- Inform the school of any changes in circumstances that may affect their child's behavior
- Discuss any behavioural concerns with the class teacher promptly

### **Pupil Code of Conduct**

- ✓ Arrive at school in good time
- ✓ Treat adults and other pupils with respect
- ✓ Work hard in class and allow others to work
- ✓ Respect and follow the agreed class and school rules
- ✓ Look after other people in the school
- ✓ Report bullying or any accident or other incident
- ✓ Remember safety rules and good manners when using email and internet
- ✓ Take messages home
- ✓ Look after the school environment
- ✓ Complete homework tasks and home reading when they are set

**Please see Behaviour Rewards for Parents Document to explain rewards for children.**

### **Restorative Justice**

We have adopted a whole school approach to restorative justice and aim to:

**Develop** – emotional literacy, truth telling, accountability, responsibility;

**Improve** – behaviour, attendance, learning environment, teaching;

**Increase** – empathy, happiness, social and communication skills;

**Reduce** – bullying, exclusions, conflict, need for sanctions.

Restorative approaches are based on four key features:

**RESPECT:** for everyone by listening to other opinions and learning to value them

**RESPONSIBILITY:** taking responsibility for your own actions

**REPAIR:** developing the skills within our school community so that its individual members have the necessary skills to identify solutions that repair harm and ensure behaviours are not repeated

**RE-INTEGRATION:** working through a structured, supportive process that aims to solve the problem and allows young people to remain in mainstream education.

When conflict arises we will use a 'restorative justice' process in order to repair harm done and rebuild relationships.

The following points will be discussed with the children concerned:

*What happened?*

*What were people thinking?*

*How did this make people feel?*

*Who has been affected?*

*How can we make the situation right?*

*How can we do things differently in future?*

The emphasis is on children being able to try again, to get it right this time. ***It is the behaviour which is disapproved of, not the child.***

### **Sanctions**

If poor behaviour has been present then time is withdrawn, in 5 minute intervals, from playtime. The time can be earned back by displaying a positive change in attitude or a willingness to conform. The child will be given the opportunity to reflect on their behaviour, while sitting apart from the others. Throughout the week, children will be able to monitor their behaviour by referring to their classroom 'traffic light' behaviour management display.



- The children begin each day on green, reinforcing the message that each day is a brand new day.

- If poor behaviour has been present, then the child can be moved to the amber zone. If three warnings are given then child moves to the red.
- If poor behaviour continues, then the child is placed on the red zone and 5 minutes of playtime missed and the child is given an opportunity to reflect on their behaviour using Thinking benches.
- The time can always be earned back by displaying a positive change in attitude or a willingness to conform.
- Further escalation will then move to the behaviour ladder, see below.
- Throughout the week, children will be able to monitor their behaviour by referring to their classroom 'traffic light' behaviour management display.
- If a child remains on green for the week, they are in the chance of receiving the weekly good behaviour award.
- If a child has been on red, the classteacher will communicate with parents.

**Definitions (please see appendix A)**

When responding to such behaviour, all adults will endeavour to use a consistent approach in line with the plan below (where a child-friendly version is displayed in every classroom):-

<b>Behaviour Management Ladder</b>		<i>Links to WLT stages</i>
<b>Level 1</b> A non-verbal cue will be used to remind the pupil to get back on track		<i>Stage 0</i>
<b>Level 2</b> An adult will speak to the child with a clear warning and explanation		
<b>Level 3</b> Behaviour is recorded in the class Behaviour Log.		<i>Stage 1-2</i>
If inappropriate behaviour continues, class teacher will inform parents via a Home Behaviour Log and SLT will be informed.		
<b>Level 4</b> A Positive behaviour plan may be introduced and a meeting with parents. If inappropriate behaviour continues, child sent to head teacher to discuss		

behaviour. The head may impose a sanction and/or write to parents and/or set individual behaviour plans with the SENCO/teacher	
<b>Level 5</b> If behaviour is not improving over time, headteacher will involve professional outside agencies. (ie. Family Liaison Officers/Educational Psychologist)	
<b>Level 6</b> Temporary exclusion. WLT policy followed. Re-integration set up and reviewed.	Stage 2-4
<b>Level 7</b> Permanent exclusion Absolute last resort.	Stage 5

***Every day is a new day for every child***

The rules also apply at lunchtime and during Breakfast and After School Clubs, and similar procedures will be followed if children misbehave at this time. This may result, in persistent cases, in parents being informed that their child must go home for dinner for a specific period or asked not to attend extended school services.

Incidents of serious misbehaviour, such as insolence or violent aggression towards other children, will be dealt with immediately by the headteacher or the SLT and may need to bypass Level 1, 2 and 3.

In the case of deliberate destruction of property we would expect an appropriate contribution towards the cost of replacing the property destroyed. Exclusion of a child from school will be considered in extreme cases, but only after all other avenues have been explored.

We hope that our behaviour policy ensures that teachers can teach and children can learn, and that our school is a happy, safe place for everyone.

**Physical restraint**

In some circumstances, staff may use reasonable force to restrain a pupil to prevent them:

- Causing disorder
- Hurting themselves or others
- Damaging property

Incidents of physical restraint must:

- **Always be used as a last resort**
- Be applied using the minimum amount of force and for the minimum amount of time possible
- Be used in a way that maintains the safety and dignity of all concerned
- Never be used as a form of punishment
- Be recorded and reported to parents

A number of staff have been trained as Team Teach practitioners and these approaches are used where appropriate to support and protect pupils when using physical restraint.



## **Confiscation**

**Any prohibited items found in pupils' possession will be confiscated.** These items will not be returned to pupils.

We will also confiscate any item which is harmful or detrimental to school discipline. These items will be returned to pupils after discussion with senior leaders and parents, if appropriate.

Searching and screening pupils is conducted in line with the DfE's [latest guidance on searching, screening and confiscation](#).

## **Severe behaviour**

Some behaviour may be recognised as so serious that the child cannot be given the opportunity to work through the consequences. Examples:

- Deliberate attack on someone else with intent to harm
- Leaving the school grounds

Such incidents are to be reported immediately to the headteacher or deputy headteacher. The incident is to be recorded on Provision Map. The parents may be informed by letter or by direct contact. Any repeat of such behaviour will result in a formal meeting being arranged with parents to discuss the situation. A behaviour improvement plan will then be set up involving the school and parents. If necessary in particular circumstances, the child could be excluded, especially if this was to protect other children in the school (see sanctions ladder)

Note: Due to the serious consequences which will be put into operation as a result of this behaviour, the teacher involved must be absolutely certain of the guilt of the child and the nature of the incident. It must be behaviour, which endangers the child or others, or could be classed as outright defiance towards the teacher/adult. For example, an attack on another child could be provoked and still be severe behaviour. It is the degree of viciousness and intent to harm, not the reason or result, which is important. With serious fighting both children are to be reported. Any child provoking an attack will be dealt with through the normal procedures.

## **Bullying**

Please refer to our Schools Anti-Bullying Policy. Please read our statement below:

Bullying is wrong and damages individual children. We therefore do all we can to prevent it, by developing a school ethos in which bullying is regarded as unacceptable. Our school vision clearly reflects the ethos we strive for as a school; to produce a safe and secure environment where all can learn without anxiety, and measures are in place to reduce the likelihood of bullying.

## **Specific Pupil support**

The school recognises its legal duty under the Equality Act 2010 to prevent pupils with a protected characteristic from being at a disadvantage. Consequently, our approach to challenging behaviour may be differentiated in a sensitive and differentiated manner to cater to the needs of the pupil.

The school's special educational needs co-ordinator and headteacher will evaluate a pupil who exhibits challenging behaviour to determine whether they have any underlying needs that are not currently being met.

Where necessary, support and advice will also be sought from specialist teachers, an educational psychologist, medical practitioners and/or others, to identify or support specific needs.

When acute needs are identified in a pupil, we will liaise with the WLT Behaviour and Inclusion lead and SENDCo, external agencies and plan support programmes for that child, these are often put on an Individual Positive Behaviour Plans for the child. This may also include support from our tiered Emotional Literacy support approach and trained ELSA's where appropriate. We will work with parents to create the plan and review it on a regular basis.

### **Zero-tolerance approach to sexual harassment and sexual violence**

The school will ensure that all incidents of sexual harassment and/or violence are met with a suitable response, and never ignored.

Pupils are encouraged to report anything that makes them uncomfortable, no matter how 'small' they feel it might be.

The school's response will be:

- Proportionate
- Considered
- Supportive
- Decided on a case-by-case basis

Sanctions for sexual harassment and violence would follow the WLT guidance and Child Protection Policy and be determined on a case by case basis.

The school has procedures in place to respond to any allegations or concerns regarding a child's safety or wellbeing. These include clear processes for:

- Responding to a report
- Carrying out risk assessments, where appropriate, to help determine whether to:
  - Manage the incident internally
  - Refer to early help
  - Refer to children's social care
  - Report to the police

Please refer to our child protection and safeguarding policy for more information.

### **Off-site behaviour**

Sanctions may be applied where a pupil has misbehaved off-site when representing the school. This means misbehaviour when the pupil is:

- Taking part in any school-organised or school-related activity (e.g. school trips)
- Travelling to or from school
- Wearing school uniform
- In any other way identifiable as a pupil of our school

Sanctions may also be applied where a pupil has misbehaved off-site at any time, whether or not the conditions above apply, if the misbehaviour:

- Could have repercussions for the orderly running of the school
- Poses a threat to another pupil or member of the public
- Could adversely affect the reputation of the school

Sanctions will only be given out on school premises or elsewhere when the pupil is under the lawful control of the staff member (e.g. on a school-organised trip).

### **Malicious allegations**

Where a pupil makes an allegation against a member of staff and that allegation is shown to have been deliberately invented or malicious, the school will discipline the pupil in accordance with this policy.

Where a pupil makes an allegation of sexual violence or sexual harassment against another pupil and that allegation is shown to have been deliberately invented or malicious, the school will discipline the pupil in accordance with this policy.

In all cases where an allegation is determined to be unsubstantiated, unfounded, false or malicious, the school (in collaboration with the local authority designated officer, where relevant) will consider whether the pupil who made the allegation is in need of help, or the allegation may have been a cry for help. If so, a referral to children's social care may be appropriate.

The school will also consider the pastoral needs of staff and pupils accused of misconduct.

Please refer to our child protection and safeguarding policy for more information on responding to allegations of abuse against staff or other pupils.

### **Safeguarding**

The school recognises that changes in behaviour may be an indicator that a pupil is in need of help or protection. We will consider whether a pupil's misbehaviour may be linked to them suffering, or being likely to suffer, significant harm. Where this may be the case, we will follow our child protection and safeguarding policy.

### **Pupil transition**

To ensure a smooth transition to the next year, pupils have transition sessions with their new teacher(s). In addition, staff members hold transition meetings.

To ensure behaviour is continually monitored and the right support is in place, information related to pupil behaviour issues may be transferred to relevant staff at the start of the term or year.

### **Training**

Our staff are provided with training on managing behaviour, including proper use of restraint, as appropriate. This is delivered through staff meetings, INSET days, CPD training opportunities and part of Performance Management cycles. The WLT Inclusion Manager is also a source of support.

### **Monitoring arrangements**

This behaviour policy will be reviewed by the headteacher and LGB every year. At each review, the policy will be approved by the headteacher.

## **BEHAVIOUR POLICY ADDENDUM – since arrival of COVID 19 pandemic 2020**

In addition to the expectations, rewards, sanctions and systems set out in our school Behaviour Policy the following measures are adopted until further notice.

### **Background**

The pandemic places significant responsibilities on the school for the safety and health of pupils and adults present on the school site. Reduced staffing levels and the requirements for social-distancing also present constraints on the school's normal operation. Pupils' co-operation and positive behaviour are therefore essential for the school to operate in a safe, socially-distanced and positive way during the pandemic.

### **Procedures and rules to support the safe operation of the school during the pandemic**

Pupils will be informed of any new rules and expectations and will have a clear explanation of why these are necessary and how following them will make pupils and adults in school safer and more confident in playing their part at this time.

In particular pupils will be required to promptly and exactly follow:

- altered routines for arrival or departure;
- instructions on hygiene, such as handwashing and sanitising equipment;
- rules about sharing equipment or other items including drinking bottles;
- instructions on who pupils can socialise with at school and at what distance;
- instructions on moving around the school, for example, one-way systems, out of bounds areas and queuing two metres apart;
- amended expectations about breaks or play times, including where pupils may or may not play;
- instructions on the use of toilets, such as not mixing with pupils outside their class group/'bubble'.

### **Hygiene and personal behaviour**

Pupils will also receive clear instructions on hygiene and personal behaviour to reduce the risk of transmitting the virus. These will include expectations about sneezing, coughing, using tissues and their disposal ('catch it, bin it, kill it') and avoiding touching their mouths, nose and eyes with their hands. Pupils will also be asked to tell an adult if they are feeling unwell or experiencing symptoms of coronavirus (COVID-19). Staff will explain to pupils that there are very clear rules about coughing or spitting at or towards any other person and that any action that deliberately endangers the health of another pupil or an adult at the school will be likely to lead to exclusion from the school.

### **Inclusion and reasonable adjustments**

The school remains committed to the inclusion of all pupils and will seek to make reasonable adjustments where possible. These might include use of a time limited part-time timetable, provision through a blended offer of in-school and home learning and additional support (subject to available resource) from adults in school.

### **Consequences and sanctions**

Nevertheless, the health and safety of others is an over-riding priority and if a pupil is unwilling or unable to follow the rules introduced to secure a safe educational environment at this time he or she will face sanctions described in the Behaviour Policy including exclusion from school. The priority must be to ensure the health and safety of pupils so it may not be possible to offer chances to improve behaviour or compliance and a single incident may necessitate withdrawal from a class/activity or use of a sanction.

### **Celebrating excellent values and behaviour**

The school's values stress everyone's responsibilities to each other and virtues such as kindness. The school will find opportunities to praise and celebrate behaviour that shows pupils developing self-discipline and consideration for others.

### **Trauma informed schooling approach**

As a school, we have trained in Trauma Informed Schooling and recognise how a nurturing and trauma-informed approach can have a positive impact on attainment and social and emotional competences and confidence. At the heart of nurture and being trauma-informed we have a focus on wellbeing and relationships and a drive to support the growth and development of children and young people.

## **Appendix A**

**Misbehaviour** is defined as:

- Non-compliance with the schools rules
- Disruption in lessons, break and lunchtimes
- Poor attitude to learning

**Serious misbehaviour** is defined as:

- Repeated breaches of the school rules
- Any form of bullying
- Sexual violence, such as rape, assault by penetration, or sexual assault (intentional sexual touching without consent)
- Sexual harassment, meaning unwanted conduct of a sexual nature, such as:
  - Sexual comments
  - Sexual jokes or taunting
  - Physical behaviour like interfering with clothes
- Online sexual harassment such as unwanted sexual comments and messages (including on social media), sharing of nude or semi-nude images and/or videos, or sharing of unwanted explicit content
- Vandalism
- Theft
- Fighting
- Racist, sexist, homophobic or discriminatory behaviour

Possession of any prohibited items. These are:

- Knives or weapons
- Alcohol
- Illegal drugs
- Stolen items
- Tobacco and cigarette papers
- Fireworks
- Pornographic images
- Any article a staff member reasonably suspects has been, or is likely to be, used to commit an offence, or to cause personal injury to, or damage to the property of, any person (including the pupil