

St. Gregory's Catholic Primary School

## **Positive Behaviour Policy**



## **Positive Behaviour Policy**

Policy approved by the Governing Body of  
St. Gregory's Catholic Primary School on December 2019



## Positive Behaviour Policy

### What the law says:

#### Maintained schools

1. The Principal must set out measures in the behaviour policy which aim to:
  - promote good behaviour, self-discipline and respect;
  - prevent bullying;
  - ensure that pupils complete assigned work;
  - and regulate the conduct of pupils.
2. When deciding what these measures should be, the Principal must take account of the governing body's statement of behaviour Principles. The Principal must have regard to any guidance or notification provided by the governing body which may include the following:
  - screening and searching pupils;
  - the power to use reasonable force and other physical contact;
  - the power to discipline beyond the school gate;
  - when to work with other local agencies to assess the needs of pupils who display continuous disruptive behaviour
  - pastoral care for staff accused of misconduct
3. The Principal must decide the standard of behaviour expected of pupils at the school. He or she must also determine the school rules and any disciplinary penalties for breaking the rules
4. Teachers' power to discipline include the power to discipline pupils even when they are not at school or in charge of a member of staff.
5. The Principal must publicise the school behaviour policy, in writing, to staff, parents and pupils at least once a year
6. The school's behaviour policy must be published on its website (School Information England) Regulations 2008). Where they do not have a website the governing body should make arrangements for the behaviour policy to be put on a website and to make the address and details (of the website) known to parents.

#### Academy schools

7. The proprietor of an Academy is required to ensure that a written policy to promote good behaviour among pupils is drawn up and effectively implemented. The policy must set out the disciplinary sanctions to be adopted if a pupil misbehaves. The proprietor is also required to ensure that an effective anti-bullying strategy is drawn up and implemented. The behaviour policy should be made available to parents on request.
8. While Academies are not required by law to publish their behaviour policy on their website, it is good practice to do so

#### Home school agreements

9. The standards of behaviour expected of all pupils must be included in the school's home-school agreement which parents must be asked to sign following their child's admission to a school.



## Positive Behaviour Policy

### Introduction

At St. Gregory's each individual is called to **'Learn and grow in the service of God'**.

This policy describes the aims, principles and strategies for promoting good behaviour based on Gospel values to enable us to make St. Gregory's a place where 'every child matters'.

It is the role of all the community to create an environment in which learning and teaching can take place. All staff are called through their vocation to model Christian values and show children through example what is expected of them to promote and maintain community cohesion.

**Four Golden Rules** underpin the life of the school

### GOLDEN RULES:

**Show respect and good manners  
at all times**



**Care for everyone and everything**



**Follow instructions with thought  
and care**



**Always do your best**





## Positive Behaviour Policy

### Aims

- the aims of the policy are that all children will:
- have a clear view of what is right and wrong through our Golden Rules which are rooted in Gospel Values
- promote Gospel values, for example *faithfulness and integrity, dignity, compassion, humility and gentleness, truth and justice, forgiveness and mercy, purity and holiness, tolerance and peace, service and sacrifice.*
- set themselves high expectations in terms of behaviour
- promote self-discipline and a proper regard for authority
- work co-operatively showing concern for others
- develop a responsible and independent attitude towards work and towards their roles in the school/ parish and wider community
- strive to achieve their full potential in terms of academic achievement but also in terms of behaviour so that they become well-rounded citizens of the future

### To achieve our aims

All members of the school community will work towards the policy's aims ensuring that every child matters:

#### Pupils by:

- knowing the Golden Rules, the consequences of breaking them and understanding that they are underpinned by the values that Jesus taught
- accepting responsibility for his/her actions particularly when inappropriate choices are made
- learning how to accept failure/disappointment with humility and success/praise with grace

#### Parents by:

- listening, taking account of valuing every child's voice
- offering encouragement and praise to their children especially when they receive awards and taking an active interest in the child's school life
- providing full support for the discipline procedures within the school
- co-operating with teachers when sanctions are necessary so presenting a united front to the children
- attending meeting about their child's learning and behaviour both as individuals and school level
- supporting children with their homework/home learning journals.

#### Signing and abiding by the Home/School Agreement



## Positive Behaviour Policy

### **Class Teachers in partnership with support staff by:**

- listening, taking account of valuing every child's voice
- ensuring that positive behaviour is encouraged at all times, rewards are given when appropriate and sanctions are given fairly in accordance with this policy
- deliver a well-planned broad and balanced curriculum appropriate to the range of all the pupils
- using a wide variety of learning and teaching styles to ensure that all children are engaged and motivated to learn effectively
- creating a school/ classroom that is aesthetically pleasing and it provides a well-ordered stimulating learning environment in which opportunities are given for a range of learning
- taking an active and supporting role in all aspects of school life
- liaising with all other staff who come into contact with children in the school and having good communication links with parents, so school and home are working together in partnership

### **Lunchtime Supervisors by:**

- listening, taking account of valuing every child's voice
- ensuring that positive behaviour is encouraged at all times, rewards are given when appropriate and sanctions are given fairly in accordance with this policy
- reporting to class teacher when appropriate

### **Business Managers, Administration staff, Learning Mentors, Site Service Officer, ICT Consultants, and Cleaners by:**

- listening, taking account of valuing every child's voice
- ensuring that a positive behaviour is encouraged at all times, verbal praise is given when appropriate and any inappropriate incidents are reported to class teachers

### **Governors by:**

- ensuring that all members of the community listen, take account of value every child's voice
- monitoring that positive behaviour is encouraged and the policy is upheld in incidences of inappropriate behaviour (as reported through the Principal's Report to Governors each term)
- supporting positive behaviour strategies
- serving on a Disciplinary Committee as necessary or meet with parents regarding incidents deemed as Steps 7 and 8 (see the sanction steps)

### **Children with Special Needs**

Please note that some children fall outside this Positive Behaviour Policy. Such children may be given a strategy Plan for behaviour (please see inclusion Policy) and support may be obtained from the Learning and Wellbeing Support Service (LAWSS) in North Avenue. A specific plan may be drawn up with individualised rewards and sanctions in conjunction with child, parent, school and support service if appropriate.



## Positive Behaviour Policy

### **Discipline in school – teachers' powers**

Teachers have statutory authority to discipline children whose behaviour is unacceptable, who break the school rules or who fail to follow a reasonable instruction (section 90 and 91 of the Education and Inspection Act 2006).

- teachers can discipline children at any time the child is in school or elsewhere under the charge of a teacher, including on school visits.
- teachers can also discipline children in certain circumstances when a child's misbehaviour occurs outside of school.
- teachers can confiscate children's property.

### **Childrens' conduct outside the school gates – teachers' powers**

What the law allows:

Maintained schools and Academies' behaviour policies should be set out what the school will do in response to non-criminal bad behaviour and bullying which occurs off the school premises and which is witnessed by a staff member or reported to the school, including the punishments that will be imposed on children.

Teachers may discipline children for:

Misbehaviour

- when taking part in any school-organised or school-related activity
- or travelling to or from school wearing school uniform or in some other way identifiable as a child at the school.

Misbehaviour at any time, whether the conditions above apply, that:

- could have repercussion for the orderly running of the school or poses a threat to another member of the public or could adversely affect the reputation of the school.



### Sanction Steps

This shows how the sanctions progress from a low level to the more serious levels of behaviour.

This will be displayed in a simple format using a traffic light system around the school for all children.

<b><u>Sanction Step 8</u></b>	
Permanent Exclusion from St. Gregory's Primary School (formal letter issued by the Principal of the school)	
<b><u>Sanction Step 7</u></b>	
Formal meeting with Governor, Principal, Class Teacher, Parents and Child Formal letter issued by the Principal of the school	
<b><u>Sanction Step 6</u></b>	
Fixed Term Exclusion (minimum ½ day including lunchtime) – formal letter issued Following a thorough investigation by the Senior Leadership Team: any physical aggression and abusive, foul or insulting language/action will result in immediate action to step 6	
<b><u>Sanction Step 5</u></b>	
Formal meeting with Class Teacher, Parent, Child and Principal (after three Time In Letter issued) Internal Exclusion from break and lunchtime	
<b><u>Sanction Step 4</u></b>	
Child is sent to a SLT member for 'time to reflect' session at any point throughout the day	
<b><u>Sanction Step 3</u></b>	
Time IN Letter issued – sent home to parents for signature If a child has breached one of the Golden Rules then they will be kept in for break-time/lunch-time	
<b><u>Sanction Step 2</u></b>	
Child's name is recorded	
<b><u>Sanction Step 1</u></b>	
Verbal Warning	



Positive Behaviour Policy

**Time IN**

If a child receives a Time IN sanction, then a letter will be sent home to their parents/carers and they will be asked to sign and return the slip at the bottom. The child will also need to complete a reflection on their actions during their Time IN over break-time or lunch-time.

Date \_\_\_\_\_

Dear Parent of \_\_\_\_\_

I am writing to inform you that today your child was given the sanction of:

**Time In:** for failing to follow our **Golden Rules**

**Reason:** \_\_\_\_\_

This letter has been issued in accordance with our **Positive Behaviour Policy**. Your child's **class teacher** will discuss this letter with you in more detail.

We would appreciate your support in reminding and encouraging your child to behave appropriately whilst at school and to make the most of every learning opportunity.

We will keep you informed of your child's progress in this area.

Yours Sincerely,

\_\_\_\_\_

Class Teachers Signature

Return slip – please ensure you return this part of the letter the following day. A record of this letter will be kept.

Child's Name: \_\_\_\_\_ Class: \_\_\_\_\_

**I have read the letter regarding my child's behaviour and will speak with them about it as detailed in The Positive Behaviour Policy.**

Signed \_\_\_\_\_ Date \_\_\_\_\_



### Positive Behaviour Policy

To be completed by the child: (name) \_\_\_\_\_



I have been given the sanction of Time In today for the following reasons:

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I will improve my behaviour in future by:



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Signed by the child: \_\_\_\_\_



## Positive Behaviour Policy

### ***Incidents of a very grave nature***

Sadly, we recognise that at St. Gregory's School there are times when some of our children do not manage their behaviour and in so doing, breach one or more of the 'Golden Rules' in a particularly serious way. The sanction steps indicate how an incident may be dealt with.

Such incidents are investigated thoroughly by the Class Teacher, Senior Lunchtime Supervisor, and Learning Mentors, a member of the Senior Management/Leadership Team or by the Principal as appropriate. Notes may be made and recorded on our online system (CPOMS). Eyewitnesses are encouraged to share what they have seen so that a balanced view can be obtained.

### ***Incidents of Bullying***

The procedures for dealing with both the bully and the victim, are detailed in the Anti-bullying policy. Bullying is taken seriously, and parents are informed as deemed appropriate.

### ***Golden Instructions for Playground Behaviour***

- children are to maintain high levels of behaviour
- children must stay within the boundaries set
- both staff and pupils are responsible for looking after equipment and putting it away ready for the next break time.
- children should respond immediately to signals given e.g. to stop playing
- children should not be inside unless given permission

### ***Golden Instructions for using the Toilets***

- staff and children will respect the privacy of other children
- children will respect the equipment/ walls in the toilet (including no graffiti)
- the toilet should be flushed after use ready for the next child
- after washing hands children are to be encouraged to turn the taps off