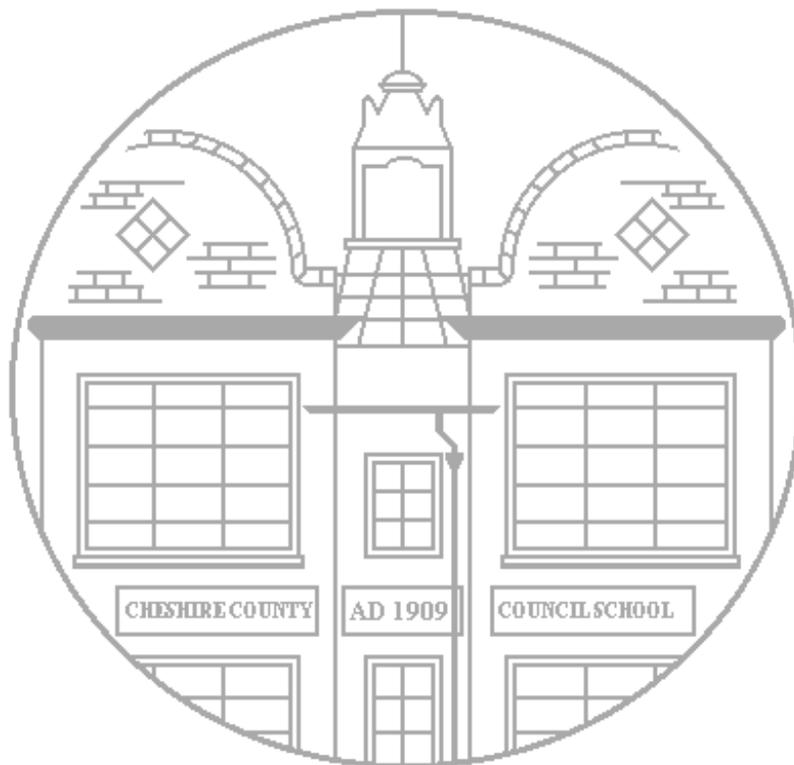


Cambridge Road Community Primary & Nursery School

Behaviour and Discipline Policy



Cambridge Road Community Primary & Nursery School

Approved by the Governors

Aims and expectations

At Cambridge Road we want to create an atmosphere where everyone involved in school is treated with respect, courtesy and fairness regardless of gender, race, religion, nationality or disability.

We believe good behaviour is essential for personal, social and academic development. It does not happen by accident. It must be nurtured, guided and reinforced and is the responsibility of everyone who is involved in the school community: pupils, staff, parents and governors.

We strive to ensure that we take positive steps to promote high standards of behaviour within the classroom and around the school.

- ❖ The school expects every member of the school community to behave in a considerate way towards others.
- ❖ We treat all children fairly and apply this behaviour policy in a consistent way.
- ❖ This policy aims to help children to grow in a safe and secure environment, and to become positive, responsible and increasingly independent members of the school community.
- ❖ The school rewards good behaviour, as it believes that this will develop an ethos of kindness and co-operation. This policy is designed to promote good behaviour, rather than merely deter anti-social behaviour.

Our 'Rights'

The children and adults in our school have agreed that we all have three rights. They are:

1. The 'right' to learn or teach.
2. The 'right' to be respected.
3. The 'right' to feel safe.

All of our school rules are based upon these three rights.

Our School Rules

We expect our pupils to always:

- ❖ Be respectful and use good manners.
- ❖ Follow instructions first time.
- ❖ Listen when others are speaking.
- ❖ Keep hands, feet and objects to yourself.
- ❖ Walk / Play calmly and sensibly around school.
- ❖ Work hard and to the best of your ability.

Responsibilities

All pupils are expected to:

- ❖ Follow the rules of the school both in school and on the playground
- ❖ Work hard, do their best and complete all work set
- ❖ Tell the truth when incidents do occur so that they can be dealt with correctly

All adults in school are expected to:

- ❖ Model to the children appropriate behaviour
- ❖ Provide interesting and stimulating work, which is appropriate to each child's needs.
- ❖ Treat all pupils fairly and justly.
- ❖ Recognise possible times where inappropriate behaviour may occur and seek avenues to avoid this.
- ❖ Praise and reward good work and appropriate behaviour.
- ❖ Apply sanctions in a consistent way.
- ❖ Remind children of school rules, rewards and sanctions regularly.
- ❖ Encourage appropriate behaviour in class and around school – hold positive values and attitudes and adopt high standards of behaviour in their professional role.
- ❖ Encourage children to settle down quickly to work – removing opportunities for fuss and inappropriate behaviour.

All parents/carers are expected to:

- ❖ Model to the children appropriate behaviour
- ❖ Support the Behaviour Policy
- ❖ Bring and collect their child on time
- ❖ On the first day of absence inform the school of the reason.
- ❖ Dress their child in a blue sweatshirt, white/blue polo shirt and grey skirt (girls) / black/grey trousers (boys). All school uniform should be labelled with the child's name. Black shoes should be worn.
- ❖ Discourage the wearing of jewellery for the safety of all our children.
- ❖ Share their concerns about their child's education, welfare and behaviour with the school.
- ❖ Take an active interest in their child's work and achievements.
- ❖ Be willing to help their child with their work in school and at home.
- ❖ Listen to their children read.

All Governors are expected to:

- ❖ Model to the children appropriate behaviour
- ❖ Take an interest in the life and the work of the school.
- ❖ Act as a point of contact for parents, staff and the local community; raising issues with the school management team and participating in Governor's meetings.
- ❖ Become involved in disciplinary action when requested to do so by the Head Teacher

Rewards

To develop an ethos of kindness and co-operation we reward positive behaviour in a variety of ways.

Individual Rewards:

The rewards are hierarchical (with 1 being the best) and are as follows:

1. Name written in the 'Achievers Book' - (1 child is chosen by the MDAs and 1 child is chosen by the class teacher with input from TAs.
2. Name written in the 'Kindness Book' to promote our ethos of 'Be Kind, Be Kind, Be Kind'.
3. 'Golden Postcard' sent in the post to home. This can be to celebrate work or behaviour.
4. 'Class Achievement Award' (for work) given out in Celebration Assembly
5. 'Star of the Week' (for behaviour) **chosen by peers** and announced in Celebration Assembly. Nursery and Reception have 'Star of the Day'.
6. Sticker / Smiley Face / Raffle Ticket to record on 'Individual Achievement Chart' leading to certificates, badges and the Head Teacher Award prize. MDA stickers and prizes.
7. NED prizes – these are for children who have no circles in the week. NED certificates.
8. Verbal / Non-verbal praise.
9. Peer Praise.

Class Rewards:

Any class achieving 700 stars in a half-term win a class reward that they can negotiate with the class teacher. This could be extra PE, special art activity, watch a film, go on a visit, have a games afternoon etc.

'Golden Time':

'Golden Time' takes place every Friday from 2pm till 3pm and enables the children to experience an activity (provided by staff or outside providers) that they particularly enjoy. It is a special time and is a reward for good behaviour. Any pupil reaching a '4' on the 'Behaviour Tracker' misses 'Golden Time' for that week. Children on Report card lose 5 minutes of Golden Time for each 'x' on the card.

Corrective Actions

To develop an ethos of kindness and co-operation we also have to correct negative behaviour. The corrective actions are hierarchical (with 5 being the most severe) and are as follows:

In the classroom

Verbal warning /reminder of rule.

1. Reminder of the rule broken
2. Warning – miss 2 mins of playtime
3. Time Out – miss 10 mins of playtime
4. Removal to KS Leader for 20 mins

At playtime

Verbal warning /reminder of rule.

1. Reminder of the rule broken
2. Warning – miss 2 mins of playtime
3. Time Out – miss 10 mins of playtime
4. Removal to Lunch duty staff for 20 mins

5. Sent to Head Teacher and parents informed.

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If a pupil gets to a number 4 or 5 they must complete a 'Think Sheet'. There is also a 'Letter of Apology' for KS2.

Severe behaviour such as fighting, verbal abuse to adults, racism or bullying trigger an automatic move to number 5.

Nursery & Reception – slightly adapted due to age of children.

In the classroom

At playtime

Verbal warning /reminder of rule.

Verbal warning /reminder of rule.

1. Reminder of the rule broken.
1 minute on the timer.
2. Warning – miss 2 mins of playtime
3. Time Out – miss 10 mins of playtime
4. Removal to KS Leader for 20 mins
5. Sent to Head Teacher and parents informed.

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1 minute on the timer.
2. Warning – miss 2 mins of playtime
3. Time Out – miss 10 mins of playtime
4. Removal to Lunch duty staff for 20 mins
5. Sent to Head Teacher and parents informed.

Nursery & Reception use a 'Time Out' spot or chair to provide consistency.

Personal Support

There are some pupils who, for whatever reason, need a more personalised approach.

To manage these pupils an individualised approach must be put in place that falls within the general framework. An individualised Behaviour Plan is the starting point for these pupils. The ultimate corrective actions for pupils who do not respond to an individualised Behaviour Plan are as follows:

- Temporary In-school Exclusion supervised wherever possible by SLT or if required the class teacher. This includes 'off the yard' exclusions.
- Temporary Out of school Exclusion
- Permanent Exclusion

'Children are our hope for the future. But we are the hope for theirs.'

Appendix

In order to maintain the desired level of calmness and positive behaviour in all areas of the school, staff are reminded that the following procedures must be adhered to:

Breaks

1)

At a.m. and p.m. breaks , a five (5) minute warning will be given before the bell goes. All Class Teachers as well as Teaching Assistants attached to individual children should be on the yard ready to assist and supervise the children in lining up and returning to their classes. Other staff should be in the classrooms ready to receive the class.

2)

At the end of Lunch break , a five (5) minute warning will be given before the bell goes. Teaching Assistants attached to individual children should aim to be on the yard at **least 5 minutes before 12:55** ready to assist and supervise their child in lining up and returning to his/her class. Teachers need to **be on the yard for 12:52 at the latest** to accompany their class to registration which should start at **12:55**. All other support staff should be in the classrooms ready to receive the **class by 12:55**.

When the bell goes the first time, all children to stand still.

When the bell goes the second time, all staff to ensure children walk in a calm manner to line up. **Children should line up and when they are silent walk back into class with the class teacher in an orderly manner.**

Class rooms, Corridors and Common Areas

1)

All staff are requested to monitor and intervene if they see a child running or misbehaving in any area of the school. Please remember to follow it up with their class teacher so the appropriate actions can be taken. There are 'class helper' bibs, 'Library Monitor' bibs, 'Office Helper' bands and 'toilet pass' bands to help assist staff establish if child should or should not be either out of class or in off the yard. Corridor Monitors will be chosen by Mrs. Martin but should only report their findings to her and not confront the children they spot running.

2)

If children have to stay in at break time or lunch time, it is the class teacher's responsibility to organise supervision. Children should not be left in corridors or common areas unsupervised.

Early Doors

- 1)
Those on the Rota, please ensure you are outside on the yard by 8:40 at the latest to supervise and talk to parents.

MDAs

All MDAs should ensure they have their clip boards with the appropriate circle sheets which should be provided by the class teachers.