

The Shrubbery School
A POLICY FOR BEHAVIOUR

Introduction

Every school is required to have a behaviour policy. In keeping with the Independent School Standards Regulations 2016 our policy outlines our code of conduct as well as the use of sanctions and rewards to ensure our high standards are maintained.

The policy sets out the standard of behaviour expected of all pupils in our school.

This includes how the standards will be achieved, rewards for good behaviour and any necessary sanctions. The measures in our policy aim to promote good behaviour, self-discipline and respect, ensure that pupils complete work and develop self- confidence and self-esteem.

Our behaviour policy also refers to our approach towards managing any bullying behaviour and our school strategies to prevent all forms of bullying. We also have an anti-bullying policy document, which is available on our website and from the school office.

Our school policy takes into account the need to safeguard and promote the welfare of pupils, as outlined in our safeguarding policy, our general duty to eliminate discrimination under the Equality Act 2010, as well as our support for pupils with special educational needs.

If any behaviour is considered by the Head Teacher to be criminal or to pose a serious threat to a member of the public, then it will always be reported to the relevant police authority. If any misbehaviour is considered to be linked to any child suffering, or being likely to suffer, serious or significant harm, then our safeguarding policy and procedures will be rigorously followed.

Our approach to behaviour in school

Our school policy presents a fair and consistent approach towards behaviour management which combines appropriate discipline with support and encouragement delivered within our caring school environment. We also believe that this is what parents want from our school.

We work together with our parents, pupils and staff to create an atmosphere of mutual respect and understanding. Our written policy reflects this approach in

that we balance discipline and sanctions with a strong commitment to encouraging and supporting positive behaviour.

To this end, we expect our parents and pupils to respect the ethos of the school and the expectations laid out in our behaviour policy. We expect both staff and parents to model positive behaviour so that our pupils can benefit fully from their experiences in school.

It is important that our staff follow the behaviour policy at all times to ensure that we implement our policy consistently and effectively. We understand that this ensures that our pupils feel they have been treated fairly compared to others.

The school aims to enhance self-esteem and promote polite thoughtful behaviour and empathy for others. A positive ethos is promoted through PSHE, RE, and SMSC policies, the use of SEAL topics in assemblies and class and the development of independent and group working in our creative curriculum. The achievements of children are praised and valued and role models promoted.

Empathy for others and an awareness of global issues is integrated into curriculum study and assemblies.

As part of the school's promotion of 'British Values' a respect for law and order and the democratic process is woven into the curriculum and PSHE.

The Shrubbery School does not permit the use of corporal punishment during any activity whether on or off the school premises under any circumstances.

Should any child display emotional, behavioural and social difficulties, it is our role to remedy, or at least positively manage, such difficulties to ensure that children are properly included in the educational experiences and opportunities provided and that the learning of their peers is not impeded

Statement of Behaviour Principles

The quality of learning, teaching and behaviour are inseparable issues and the responsibility of all staff.

The following principles underpin our approach towards behaviour and discipline and are

1. School staff, parents and pupils should all show respect for one another.
2. Good behaviour should be rewarded and sanctions should always be applied consistently for unacceptable behaviour, including bullying and violence.
3. Appropriate action should be taken to reduce the risk of poor behaviour occurring, including particular action to prevent a disproportionate number of behaviour issues arising amongst vulnerable groups of pupils.
4. Pupils whose behaviour and attendance may deteriorate through events such as bereavement, abuse, or through the divorce or separation of parents should be identified and supported.
5. All pupils should be listened and responded to.
6. All pupils are entitled to learn in a safe and secure environment.
7. Pupils should act as appropriate ambassadors for the school on, for example, school trips, work placements, sports events and journeys to and from the school.
8. All school staff should model positive behaviour and promote it through active development of pupils' social, emotional and behavioural skills; and all members of the school community should understand and accept the principles on which the behaviour policy is grounded.
9. We will not accept the following behaviour from children or adults:-
 - The use of unkind, sarcastic or unsuitable language; or racist or sexist remarks, or other discriminatory comments
 - Corporal punishment from adults or kicking, hitting or biting from children

Expectations of Pupils at The Shrubbery School

In line with our 6R values and our commitment to the United Nations Rights of the Child

To treat others with respect and consideration at all times

Never make racist, sexist or other abusive or humiliating remarks.

Never resort to physical violence.

Never let anyone have to suffer bullying so that we all feel safe.

In practice

To arrive on time to school /lessons/classes with all the equipment needed for the lesson

To listen in silence when any member of school staff is giving instructions or when a class mate is speaking.

To follow instructions promptly and accurately.

To give of their best in all school lessons and activities.

To raise a hand to gain attention, unless teachers explicitly ask them not to.

To follow the teacher's instructions about moving around the classroom.

To dress cleanly and neatly in the specified uniform for the activity

To contribute to and the classroom code compiled by their class.

To respect and be responsible for school property, their own and that of others.

To complete homework activities to a good standard.

To move around the school sensibly with thought for others.

Obey all health and safety regulations in classrooms and around the school including helping to keep the school clear of clutter and litter.

To work as a team to support others

Our Rewards

Verbal praise and recognition of effort is key to rewarding children.

Good work is shared with peers and children encouraged to praise and support their peers.

Younger children are given stars, stickers and ultimately merit badges for good work. They share their work with other teachers and the Head Teacher

House/team points are awarded for good effort, work, helpfulness etc. The points are collected each week/term and the house with the highest points is awarded a shield in the Junior School.

Achievement assemblies with Merit certificates and Merit Badges take place to support our positive approach and reinforces good behaviour thereby celebrating all children's achievements, raising self-esteem and self-confidence. Courtesy badges are also awarded to children who show outstanding manners.

Infant children are given the responsibility of classroom jobs.

Junior children are rewarded with responsibilities e.g librarians, eco council, Cloakroom Prefects, voted as House Captains and Vice-Captains and given Monitor jobs.

At the class teacher's discretion special activities, sport or play may be used as a reward.

Who can apply sanctions?

Teachers have authority in our school to discipline children for misbehaviour which occurs in school and this power applies to all paid staff such as extra curricular staff and dinner supervisors with responsibility for children; unless the Head Teacher says otherwise.

Staff deal with minor breaches of discipline in a caring, supportive and fair manner. A child's individual needs will always be considered carefully. However, if there are any times when children transgress from the acceptable boundaries in our school, they will be spoken with so that they understand the boundaries and what is expected of them. Adults always make it clear that they are upset about the child's behaviour, not the child. They should always use private not public reprimands so that when a sanction is applied, the child can make a fresh start.

SANCTIONS

The role of the class teacher

- Teachers are responsible for ensuring that the 'Expectations' for children in our school is enforced in their class, and that their classes behave in a responsible manner during lesson time.
- Any incidents of anti-social behaviour will be discussed by the teacher with the class, eg during circle or pastoral time.
- Every teacher enforces a classroom code consistently and treats each pupil fairly.
- If a pupil misbehaves repeatedly in class, the teacher keeps a record of all such incidents; dealing with the matter themselves in the first instance. However, if the behaviour continues, they should seek help and advice from the Deputy Head or Head including, where relevant, a conversation with the parent to seek improvements and the use of appropriate strategies.
- The teacher reports to parents about the progress of each pupil for whom they are responsible, in line with our school policy. The teacher may also contact a parent if there are concerns about the behaviour or welfare of any pupil.

The following outline a range of strategies in use in class to reinforce desirable behaviour. These include the following:-

- changes in classroom organization, seating, groupings etc.

- using different resources;
- setting small and achievable targets;
- supervised time for personal reflection
- positive rewarding systems;
- use of display for positive qualities/achievements;
- acclaiming good behavior when it is seen in class;
- peer mediation.

Our Sanctions

We will tell the child that a behaviour it is wrong and explain what they should have done or said, or not said;

- if the behaviour is repeated, the child will be reprimanded once more as above.

If the behaviour continues, we will remove the child from the activity and speak to the parent when the child is collected;

We will try to find out why the child is behaving in this way and then treat the situation accordingly.

The use of break time detention in the Junior School and 'red' detentions for three break time detentions in the school year. 'Red' detentions are held at lunchtime with the head teacher and parents are informed. Before this stage.

Infant children may be removed from the playground for 'time out'.

Parents will be involved at the earliest stage, if problems are persisting or recurring.

Major breach of behaviour

While this is not usual at The Shrubbery School, it is important we have strategy to deal with a major lapse of discipline. Major breaches of discipline are: physical aggression, deliberate damage to property, stealing, leaving school premises without permission, severe and persistent bullying, verbal abuse and persistent disruptive behaviour in class and sexist or racial insults.

An incident form is used to record in detail any incident involving a child, or anyone employed in the school, which results in personal injury or damage to property. These include loss or theft, deliberate damage, any other serious incident. These are reported to the Head Teacher and parents. We record all details fully and accurately.

Incident forms are kept in the School Office and records maintained and kept by the Head.

The use of reasonable force may be used exceptionally and only to prevent injury to pupils, damage to property or to prevent pupils committing an offence. Only the minimum is used and a critical incident is recorded.

Strategies for a major breach of behaviour

Contacting parents immediately for withdrawal for the rest of the school day.

Entrance interview the following morning with parent and Head/Deputy to reinforce that behaviour will not be tolerated and a plan agreed for monitoring the behaviour whereby parents also take responsibility for helping their child to improve;

Parents to be informed that the next stage could be a fixed term exclusion or be asked to remove child from the school.

Apology to child/adult affected by breach of behaviour.

Detention

Use of behaviour report

Ensuring that any child affected by another's poor behaviour is supported and parents informed personally.

Allegations of Abuse against Teachers and Other Staff

Children will always be listened to. At The Shrubbery School, the designated senior persons for safeguarding are the Head Teacher, Mrs H Atkins; the Deputy Head, Mrs C Duckworth and the Nursery Manager Mrs J England.

Initial Considerations

The procedures for dealing with allegations need to be applied with common sense and judgement. A case may well be dealt with without warranting consideration of a police investigation or enquiries by local authority children's services. In these cases the Head Teacher and Deputy will consider the allegation and speak with parents and staff.

If there is any doubt that a Position of Trust has been contravened then the Head will contact the Local Authority Designated Officer for advice. Further information is available in the school's Policy for Safeguarding.

Safeguarding

Safeguarding is paramount at The Shrubbery School. All children have the right to feel safe in their school environment and out of school. We will always seek to work with individuals who struggle with their behaviour so that their emotional wellbeing is improved. Our behaviour policy seeks to help maintain a happy caring ethos for all children and ensure they have adults they trust to talk to.

Complaints Procedure

If you are not happy with the way that you or your child is treated by any member of staff you should consider raising your concern with the Head Teacher. You may find it helpful to refer to our formal complaints procedure for guidance. This procedure emphasises the importance of resolving any concerns informally and at the earliest possible opportunity. We expect our parents to share any concerns informally with us so that we can continuously improve the quality of education at our school.

Date created : September 2014 reviewed 2015, 2016

Date for review : September 2017

Other Associated Policies & Procedures

Special Educational Needs;

Safeguarding including Child Protection Procedures

Allegations of Abuse against Teachers & Other Staff

Compliments & Complaints Procedure

Learning outside the Classroom

Health and Safety

Equality and Diversity

Data Protection

Exclusion

Supervision

Social, Moral, Spiritual & Cultural Education

