



Behaviour Policy

Longford Park School

Prepared : **February 2009**
Reviewed :

Author : **Andrew Taylor**
Next Review : **February 2010**

Approved by Governing Body : Signed Barbara Rutter

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Longford Park School Behaviour Policy

<i>Prepared by : All Staff and SEN advisor</i>	<i>Date: June 2005</i>
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Longford Park School
Foundation Stage & Key Stage 1
Behaviour Policy

	What will happen if.....
1	All pupils can earn 5 points for each session. If they break the rules, they do not earn their points. The staff in their classroom records these points each session/day. Children have 2 minutes 'time out' for every point they lose in a session. For example 3 points lost = 6 minutes time out If a child loses all of their points they lose the full golden time.
2	If pupils earn all 5 points in any one session they earn the full 15 minutes of reward time
3	Where pupils behaviour is persistent staff may decide (where appropriate) to ask a pupil to remain behind for a short time to engage in repair and re-establishment of relationships
4	Class teachers may decide that where behaviour is deemed to be of a serious nature the pupil will be sent to the Deputy or Head. Serious incidents would include any of the following: <ul style="list-style-type: none"> • significant and repeated verbal or significant physical abuse of pupils or staff • racial abuse • leaving the premises • repeated refusal to follow instructions • frequent and intentional use of foul language • spitting • deliberate and significant damage to property • repeated and/or prolonged physical intervention (as per school/LEA policy). The Head or Deputy may contact home to inform and involve parents at this stage. Parental involvement could result in them supporting their child by: <ul style="list-style-type: none"> • Coming into school for a meeting • Working with their children in school • Reinforcing messages to improve behaviour in school In extreme cases and as a last resort exclusion may be used. All serious incidents will be reviewed by the Behaviour Management Team: <ol style="list-style-type: none"> 1. Andrew Taylor (Deputy) 2. Beverley Owens (Head) 3. Sally Grogan (Behaviour Manager)
5	Parents must meet with the Head or Deputy when a child returns to school after an exclusion
6	All serious incidents will be recorded. Significant injury to staff or other pupils or significant damage to property may be reported to the police and further action will be considered by the Headteacher or person in charge. Parents will be asked to pay for any damage. Where pupils refuse staff instructions and rampage around the school building or site causing damage and nuisance, the police may be called to remove them from the site if parents are not immediately available to do so themselves If a pupil is suspected of having a weapon in their possession, the police will be involved

Longford Park School
Key Stage 2
Behaviour Policy

	What will happen if.....
	<p>All pupils can earn 3 points for each session. If they break the rules, they do not earn their points. The staff in their classroom records these points each session/day.</p> <p>1 point = 5 minutes of rewards 2 points = 10 minutes of rewards 3 points = full 15 minutes of rewards</p>
1	If pupils earn all 3 points in any one session they earn the full 15 minutes of reward time
2	If they earn 2 points in a session they earn 10 minutes of reward time
3	If they earn 1 point in a session they earn 5 minutes of reward time
4	If they do not earn any points they do not earn any reward time
5	Where pupils behaviour is persistent staff may decide (where appropriate) to ask a pupil to remain behind for a short time to engage in repair and re-establishment of relationships
6	<p>Class teachers may decide that where behaviour is deemed to be of a serious nature the pupil will be sent to the Deputy or Head. Serious incidents would include any of the following:</p> <ul style="list-style-type: none"> • significant and repeated verbal or significant physical abuse of pupils or staff • racial abuse • leaving the premises • repeated refusal to follow instructions • frequent and intentional use of foul language • spitting • deliberate and significant damage to property • repeated and/or prolonged physical intervention (as per school/LEA policy). <p>The Head or Deputy may contact home to inform and involve parents at this stage. Parental involvement could result in them supporting their child by:</p> <ul style="list-style-type: none"> • Coming into school for a meeting • Working with their children in school • Reinforcing messages to improve behaviour in school <p>In extreme cases and as a last resort exclusion may be used. All serious incidents will be reviewed by the Behaviour Management Team:</p> <ol style="list-style-type: none"> 1. Andrew Taylor (Deputy) 2. Beverley Owens (Head) 3. Sally Grogan (Behaviour Manager)
7	Parents must meet with the Head or Deputy when a child returns to school after an exclusion
8	<p style="text-align: center;">All serious incidents will be recorded.</p> <p style="text-align: center;">Significant injury to staff or other pupils or significant damage to property may be reported to the police and further action will be considered by the Headteacher or person in charge. Parents will be asked to pay for any damage.</p> <p style="text-align: center;">Where pupils refuse staff instructions and rampage around the school building or site causing damage and nuisance, the police may be called to remove them from the site if parents are not immediately available to do so themselves</p> <p style="text-align: center;">If a pupil is suspected of having a weapon in their possession, the police will be involved</p>

Longford Park School
Foundation Stage & Key Stage 1 PUPIL CHARTER
Behaviour Policy

	What happens if I.....
1	I can earn up to 5 points for each session If I break a school rule I don't earn a point
2	If I earn all my points I earn 15 minutes of rewards
3	For every point I lose in a session I lose 2 minutes rewards
4	I can earn 1 point at lunchtime
5	If I don't earn any points I don't earn any rewards
6	If I keep on breaking school rules or do something serious my parents may be contacted and asked to come into school. My parents may be asked to work with me in school to help me follow school rules.
7	If I behave very badly again I may be excluded. If I am excluded I will have to do some work at home and say sorry to the teachers.
8	I may be excluded if I do any of the following: <ul style="list-style-type: none"> • Use bad language all the time • Hurt someone • Refuse to follow instructions all the time • Spit • Damage property badly • Make racist comments about someone • Have to be restrained or held by staff to stop me doing something wrong

Longford Park School
Key Stage 2 PUPIL CHARTER
Behaviour Policy

	What happens if I.....
1	I can earn up to 3 points for each session If I break a school rule I don't earn a point
2	If I earn 3 points I earn all 15 minutes of rewards
3	If I earn 2 points I earn 10 minutes of rewards
4	If I earn 1 point I earn 5 minutes of rewards
5	I can earn 1 point at lunchtime
6	If I don't earn any points I don't earn any rewards
7	If I keep on breaking school rules or do something serious my parents may be contacted and asked to come into school. My parents may be asked to work with me in school to help me follow school rules.
8	If I behave very badly again I may be excluded. If I am excluded I will have to do some work at home and say sorry to the teachers.
9	I may be excluded if I do any of the following: <ul style="list-style-type: none"> • Use bad language all the time • Hurt someone • Refuse to follow instructions all the time • Spit • Damage property badly • Make racist comments about someone • Have to be restrained or held by staff to stop me doing something wrong

Longford Park School

STAFF CHARTER

1	I will follow the school's behaviour policy
2	I will act as a role model by using appropriate verbal and non verbal communication
3	I will make myself aware of the role of the 'Behaviour Manager' in the school and pass on information and records as required
4	I will record incidents as directed using factual and accurate descriptions
5	I will respect pupils at all times and not criticise them to other staff within the child's earshot
6	I will plan and organise my lessons to minimise individual behaviour problems. This may include individual timetables based initially on pupils' interests. Having them in class learning something is better than being out of class/school.
7	I will deal with incidents myself without calling on BMT as far as possible. There will be a clear indication at all times as to which member of the BMT is available and when.
8	I will reflect on all incidents to see if there is anything I could have done to avoid them or to reduce their severity
9	I will support other staff at all times in dealing with behaviour problems.
10	I will seek to further my professional expertise in dealing with behaviour through INSET and PMR objectives
11	I will attend weekly Behaviour meetings and I will discuss concerns about pupils behaviour with my line manager

POSSIBLE CHANGES TO USE OF THE POINT SYSTEM

Teachers in key stage 2 may decide that the key stage 1 points system is better suited to meeting the needs of the children in their class and adopt the 5 points system.

OUR REWARD SYSTEMS

Pupils receive points at the beginning of each session, and where appropriate will be given warnings before a point is deducted for displaying inappropriate behaviour.

Points can add up to achieving 'golden time' at the end of each session and also to receiving a 'good letter' to take home. Good letters are rewarded to children who have achieved their agreed 'points target' for the day. 'Points targets' are individual to each pupil and take into consideration specific difficulties and areas for improvement. Good letters can also add up to receive rewards on a cumulative basis from:

3 = a treat to eat to 30 = £5 gift voucher.

A pupil can receive an Achievement Award card from any member of staff throughout the school for any kind of good behaviour, kind act, politeness, care and consideration for others or doing something out of the ordinary to help someone else. There are two types of achievement awards, a blue card is for general achievements and gold awards are for extra special achievements.

These are given out at the Friday assembly and celebrated in front of the whole school.

Lunchtime assistants are equipped with stickers and cards too.

When a child has filled their sticker album they are invited to a 'party' with the Headteacher on a fortnightly basis. This may include food, walks out to the park and a prize etc..

ROLE OF BEHAVIOUR MANAGER

1. Individual staff will complete the appropriate records of incident forms and pass to the Behaviour Manager (Sally Grogan)
2. She will copy sheets, keep files and pass information to the Deputy and Headteacher.
3. Staff and Behaviour Manager will also contact parents as appropriate where behaviour has been good or better.
4. Inform Deputy Head of any serious concerns regarding pupil behaviours.
5. Will monitor and analyse records to identify any patterns of poor behaviour
6. Advise staff accordingly regarding reporting and documenting serious incidents.
7. Will send appropriate documentation (of handling) to John Lomas at the LEA and ensure all serious incidents are recorded in the serious incidents book/ Behaviour Record Book and pupil's file
8. Assist the Headteacher in ensuring that records of all incidents are recorded in the Behaviour Record Book and that other record sheets are cross referenced to this

PLAYTIMES

Individual classes will have developed their own ways of rewarding and reinforcing acceptable behaviour during playtime sessions that are relevant to each group of pupils.

The pupils are clear about what is acceptable behaviour during these times and staff in the class repeatedly reinforce the standards that are expected.

AWARD ASSEMBLIES

Awards Assemblies are on Fridays. Pupils will receive recognition for good work, good behaviour in class and good behaviour out of class.

The pupils who do not attend on a Friday will receive their rewards on the last day of their attendance each week in class.

BEHAVIOUR MODIFICATION POLICY

Longford Park School

“Learn and Grow together”

OUR RULES

Whole school rules

- Keep your hands, feet & objects to yourself
- Speak kindly and politely to others
- Do as you are told by staff

Class rules

- Stay in your seat
- Do not call out, put your hand up
- Ask permission before leaving the classroom
- Do your work

Playground rules

- Do not spoil other people's games
- Take care of our toys, games and equipment
- Do not go out of the playground.

PROCEDURES IN THE EVENT OF A CHILD PHYSICAL HARM TO A MEMBER OF STAFF OR CAUSING SERIOUS DISRUPTION TO THE LEARNING OF OTHERS

The school has a range of possible strategies that will be employed in the event of a member of staff receiving physical harm through pupils actions. Strategies will be chosen according to the individual circumstances that arise from the incident.

Possible strategies include:

- If the member of staff wishes they will be given 'time out' away from the class to regain composure
- Arrangements may be made for the pupil to work outside of the classroom. The length of time this would be arranged for would be individual according to the circumstances.
- Parents may be requested to come into the school for discussions or to work with their child.
- Behaviour contracts and agreements may be drawn up between the child, school and home to ensure clarity of actions.
- The natural consequences of pupils' actions may result in them missing out on extra curricular activities, rewards or trips out.
- Exclusion would be used as a last resort.

It is appreciated that premeditated attacks from pupils on staff is significantly more serious than emotionally charged lashing out. Therefore incidents of premeditated attacks will be dealt with accordingly.