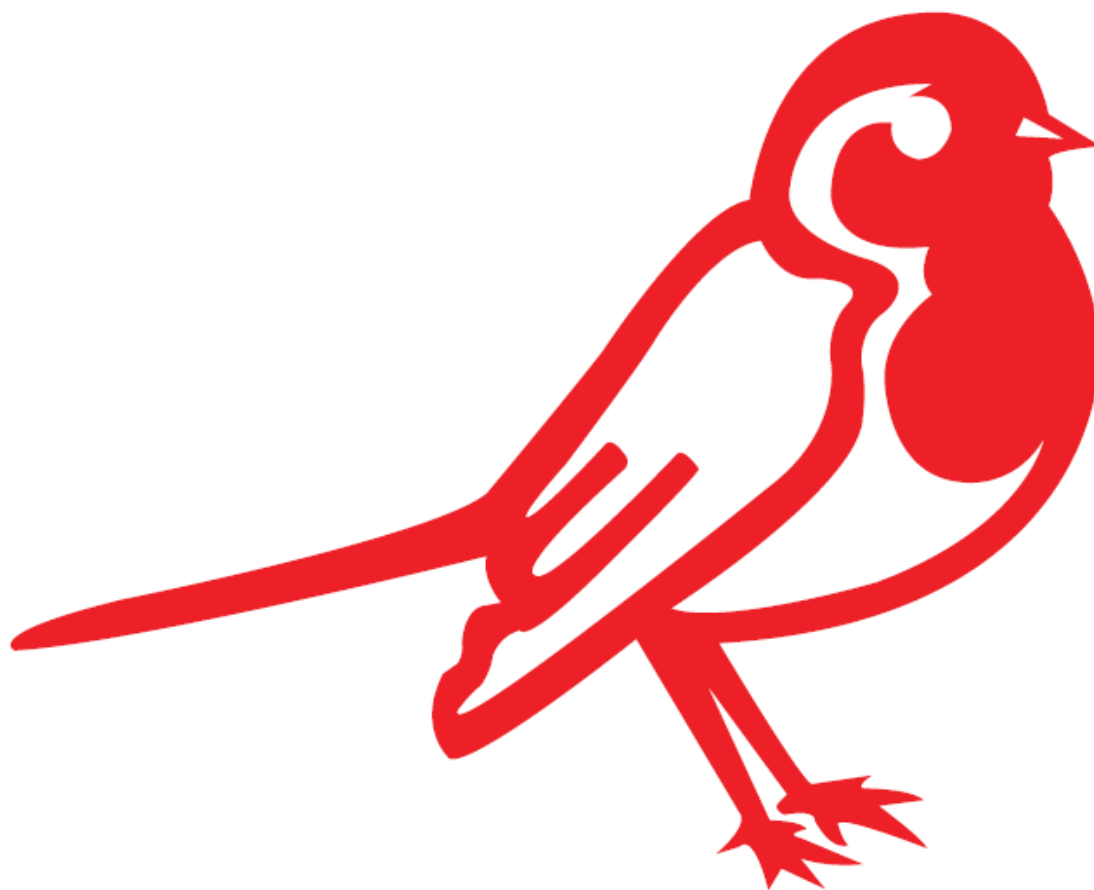


# Robinsfield Infant School



## Behaviour Policy

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Wood

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Review due: February 2018

This policy outlines the expectations we have of everyone in the school community: our agreed rules, the ways we encourage and reward appropriate behaviour and the consequences of unacceptable behaviour.

### **Robinsfield School Aims**

- To raise the achievement of all children, encouraging them to achieve to the best of their ability
- To promote an ethos of mutual respect between children, parents and staff where each group understands and fulfils their role in the learning partnership
- To promote the desirability and importance of a learning culture where children are motivated to succeed
- To provide an integrated curriculum which engages and stretches all children and allows for a creative and flexible approach to their needs
- To encourage children's involvement in the assessment of their own learning
- To encourage children to become socially responsible

### **Robinsfield Infant School Code of Conduct:**

- Keep yourself and others safe.
- Be kind and gentle.
- Talk to an adult if you feel angry, hurt or frightened.
- Always tell the truth.

We believe that a happy and successful school is based on a clear understanding of the rights, responsibilities and rules affecting everyone within Robinsfield's community.

### **RIGHTS**

Everyone in the Robinsfield Infant School Community has rights which form the basis of mutual respect.

<b>Parents/Carers have the right to:</b>	<b>Children have the right to:</b>	<b>All Staff have the right to:</b>
<ul style="list-style-type: none"> <li>➤ be listened to and respected</li> <li>➤ know their child is safe</li> <li>➤ know their child is being taught appropriately</li> <li>➤ be kept informed by the school of any relevant issues</li> </ul>	<ul style="list-style-type: none"> <li>➤ be listened to and respected</li> <li>➤ be safe in school</li> <li>➤ have the opportunity to learn</li> <li>➤ know that home and school are working together</li> </ul>	<ul style="list-style-type: none"> <li>➤ be listened to and respected</li> <li>➤ be safe at work</li> <li>➤ be allowed to teach and carry out their duties</li> <li>➤ be kept informed by those at home of any relevant issues</li> </ul>

### **RESPONSIBILITIES**

We need everyone in Robinsfield's School Community to accept their responsibilities.

These are set out in our Home / School Agreement.

<b>The School</b>	<b>The child</b>	<b>Parents and Carers</b>
<ul style="list-style-type: none"> <li>• we will provide a safe, secure and stimulating learning environment</li> </ul>	<ul style="list-style-type: none"> <li>• I will always try my best and begin to take responsibility for my own learning and behaviour</li> </ul>	<ul style="list-style-type: none"> <li>• I will take an interest in my child's learning and behaviour – come to Open Evenings, support reading at home and attend school events</li> </ul>
<ul style="list-style-type: none"> <li>• we will promote and acknowledge respectful behaviour and encourage children to build good relationships</li> </ul>	<ul style="list-style-type: none"> <li>• I will show respect to everyone in the school and look after school property</li> </ul>	<ul style="list-style-type: none"> <li>• I will encourage my child to be positive respectful about school</li> </ul>
<ul style="list-style-type: none"> <li>• we will provide a broad and balanced curriculum to meet the needs of all children,</li> </ul>	<ul style="list-style-type: none"> <li>• I will always try to think about other people's feelings</li> </ul>	<ul style="list-style-type: none"> <li>• I will let the school know of any problems which may affect my child's health, work or</li> </ul>

and keep you informed of your child's progress		behaviour
<ul style="list-style-type: none"> <li>we will inform parents and carers of any problems or concerns</li> </ul>	<ul style="list-style-type: none"> <li>I will bring to school everything I need for the day</li> </ul>	<ul style="list-style-type: none"> <li>I will make sure my child attends school regularly, arriving and leaving on time</li> </ul>
<ul style="list-style-type: none"> <li>we will treat all children fairly and apply our Behaviour Policy consistently</li> </ul>	<ul style="list-style-type: none"> <li>I will tell an adult if I am worried about anything</li> </ul>	<ul style="list-style-type: none"> <li>I will support all the school's policies, particularly concerning behaviour</li> </ul>

## **RULES**

There are some general rules below, which should be followed by the whole school community.

<b>Before and after school</b>
<ul style="list-style-type: none"> <li>Children must not use the climbing frame unless a parent or carer is there to supervise</li> <li>Dogs are not allowed anywhere on the school premises unless invited</li> <li>Smoking (including vaping) is not allowed on the premises</li> </ul>
<b>During school</b>
<ul style="list-style-type: none"> <li>Children should move around the school safely, calmly and quietly</li> <li>No jewellery is to be worn except stud ear rings</li> <li>Hats, bandanas or head coverings must not be worn inside the building, unless for religious reasons</li> <li>No sweets or gum are allowed in school, in packed lunches (see packed lunch policy)</li> <li>Children should not bring personal money to school. Any necessary money (school trips, bookshop etc) must be given to the teacher or the office for safe keeping)</li> <li>Children should not bring large or valuable items to school including</li> <li>Children must not bring toys to school</li> <li>Children must take responsibility for their clothing, including coats. Any lost clothing will be put in the lost property box. Coats should be marked with the child's name and kept on their peg.</li> <li>The school is not allowed to give children medication. All medication should be left with the office for children to self administer under adult supervision. A form must be completed as a method of consent.</li> <li>Parents must let the school know – by telephone, letter or in person – if their child is absent from school and explain why.</li> <li>All children should bring their book bag, bottle of water, change of clothes for PE and suitable shoes for outside play everyday.</li> </ul>

We have rules in school so that:

- children are able to learn
- teachers are able to teach
- everyone feels safe, happy, valued and respected

Most children respond well to a clear framework of expectation. We expect all children to:

- Be polite and respectful
- Be kind and considerate
- Listen to each other and adults

Also, to:

- Move sensibly and quietly around the school
- Be considerate and thoughtful to others
- Work co-operatively and take turns
- Begin to take responsibility for their actions
- Always try their best

School rules may be different from home rules. Children need the support of their families to follow the school rules.

### **Strategies**

We encourage children to:

- talk through a problem – to tell or co-operate with an adult
- listen to each other when discussing a conflict situation
- say 'sorry' for accidental behaviour
- not hit back
- put themselves in someone else's position (how would you feel?)
- take responsibility for their own behaviour
- not follow the lead of others without thinking of the consequences
- participate in Circle Time activities
- calm down and reflect on their actions/behaviour
- share their feelings within a supportive atmosphere

### **What we do**

- Staff actively establish positive relationships with pupils and parents and handle attendance and discipline problems in a sensitive and caring manner.
- Staff have high expectations of pupils' achievement, attendance and behaviour.
- Staff use praise to motivate pupils and positive reinforcement permeates all aspects of school life.
- Use PSHCE activities to enable children to talk about their own achievements and to give others encouragement.
- At the beginning of the school year each class makes a class code of conduct book. This is discussed as a whole class first and is linked to our whole school code of conduct. It is then made in the format of a book containing class and school agreements. It includes agreements

about how to behave in the classroom and in other areas of the school, how we must respect others property and other general agreements linked to the school day. The book is used as a reminder in the classroom and is displayed publicly at all times. In addition to this each class makes a list of class agreements in consultation with the children in the class.

- We involve children in the recognition of their own achievements and the achievements of others by celebrating excellent work and progress children make through oral feedback and written comments in books.
- We celebrate positive achievements and behaviour with the whole school on Monday in the Golden Book assemblies. The children are also given a sticker to acknowledge that they have been in the Golden book providing a home school link and ensuring parents are aware when their child has been acknowledged.
- When children complete 'excellent' work they can visit the Head or a member of the SLT to share their achievement.
- We ensure that children have easy access to resources and materials in all classrooms. The children are taught how to choose resources and how to make safe and careful use of them. This is all part of developing a child's independence and confidence.
- We have children as a confidential item on the agenda in SLT and whole staff morning meetings where we can discuss any concerns or incidents with all staff members.

### **Communication used to establish positive achievements and good behaviour**

Staff and other adults and children working at Robinsfield are made aware of and asked to commit themselves to the following agreements

- We treat all people fairly and equally
- We recognise and support each other's strengths and achievements
- We listen to each other
- We are polite and think carefully about how we talk to each other
- We use the same tone of voice with others which we expect them to use with us
- We try to establish eye contact
- We are generous with praise
- We do not label children or adults
- We use positive body language (e.g. We do not fold our arms while talking to children or put our hands on our hips)
- We talk to children at their level when possible
- We think of effective positive strategies for children's behaviour (e.g. we try not to shush children if they are being noisy)
- We call on each other for help and support

### **We do not under any circumstances-**

- Discuss incidents in a negative way in front of other children and over their heads

- Discuss other people's children with other parents
- Undermine each other
- Argue with or in front of children

### **Dealing with inappropriate behaviour**

- We do not accept ANY inappropriate physical behaviour, hurtful remarks referring to race, gender, different ability, religion, class, appearance or physical features, excessive or inappropriate use of nicknames, name calling of any kind, swearing, threatening or bullying behaviour or remarks which are intended to 'put down' or diminish the other person. The above are all considered as serious behaviour and will be dealt with by the Head or a member of SLT immediately and parents/carers will be informed.
- We encourage children to be able to express their own concerns and feelings.
- We allow each child in turn to give their version of events listening carefully to them and encouraging them to tell the truth at all times
- We confirm the action by listening to the person said to have taken the offending action. If denied ask "what did you say/ do to x?" We then confirm with the aggrieved person. We also investigate if any other witnesses are present and confirm the incident with them.
- We then firmly and simply explain the mistake that has been made and ask the children what they can learn from it. We explain the attitude of the school to such behaviour. People have the right to feel angry or upset, but nobody has the right to be abusive physically or verbally.
- We explain to the children involved that this will have to be shared with the Class teacher/ Head teacher/ member of SLT as appropriate. Leave the child in no doubt that continued unexpected behaviour will be discussed with their parents/carers
- Head or a senior member of staff will speak with the child as appropriate
- If appropriate the Head, a senior member of staff or Class teacher will inform the parents/carers and they are asked to speak to their child about why their behaviour is unacceptable
- Continued unacceptable behaviour is a cause for concern. The Head will continue to meet and discuss it with the parents if necessary.
- Continued and unacceptable behaviour will be referred to the Governing Body and the pupil may be temporarily excluded
- In the case of a racist incident and bullying the parents of all children involved are contacted immediately and in every instance the incident will be formally recorded.
- We agree to avoid humiliating any child and to try and advance all children's understanding of the need to avoid physical and verbal abuse and to move beyond prejudiced attitude