



HOLLYBROOK JUNIOR BEHAVIOUR POLICY

We at Hollybrook Junior School, are fully committed to promoting inclusion of all children whatever their age, ability, gender, race or background as we believe that every child has a right to be educated with their peer group. We aim to establish this good behaviour in a secure, safe environment where every child feels valued.

This Policy should also be read in conjunction with any relevant Hamwic Education Trust documentation/policies. Please ask if you need further information.

Aims

These aims are drawn up to support our belief that children have a right to learn and teachers have a right to teach.

- ❖ The school rules will be clearly understood by everyone
- ❖ Adults will adopt a fair and consistent approach
- ❖ Adults and children will understand their rights and responsibilities
- ❖ Parents will give support and co-operation

School Rules

- ❖ Let everyone learn
- ❖ Help keep everyone safe in school
- ❖ Be kind and respectful
- ❖ Be polite to everyone
- ❖ Look after all our belongings
- ❖ Always try to do our best

We believe children have a right to:

- ❖ Be listened to appropriately
- ❖ Work without disturbance
- ❖ Move around school safely
- ❖ Have their strengths and efforts recognised
- ❖ Learn to interact as part of a group
- ❖ Be given clear guidelines of behaviour expectations
- ❖ Have access to appropriate well cared for resources

We believe adults have a right to:

- ❖ Expect appropriate behaviour
- ❖ Be listened to
- ❖ Teach without disruption

Rewards

Good behaviour will be encouraged and celebrated in the following ways:

- ❖ Verbal praise, both to individuals and classes
- ❖ Immediate reward of house points to celebrate children following school values, both in their work and behaviour
- ❖ Special recognition from the Headteacher / Deputy Headteacher
- ❖ Certificate awarded at Celebration Assembly and work / learning attitude put on "WOW" board
- ❖ Headteacher certificates / badges awarded for accumulation of house points

Sanctions

We operate a green, yellow and red card system based on children making the right choices. All children start off on a green card at the beginning of the day and put their names back at the end if they have had to move them.

If children are making the wrong choices the following applies:

- ❖ A calm verbal warning and reminder of school rules
- ❖ Yellow card - first formal warning - noted on class chart
- ❖ Red card - second warning - 10 mins time out within the classroom or supervised loss of playtime
- ❖ Time out to Phase Leader - 20 mins reflection - parents informed
- ❖ Senior Leadership team - continued disruptive behaviours will be then referred to senior leaders and parents will be informed.

Severe Clause

In the event of serious high level behaviour the Class Teacher will inform a member of the Senior Leadership Team (SLT) who will talk to the child. Parents / Carers will be informed either at the end of the day or by telephone. In some instances the class teacher will send for a member of the SLT who will remove the child and take appropriate action. Parents / Carers will be informed.

Examples of Serious High Level Behaviour

- ❖ Physical violence
- ❖ Verbal abuse
- ❖ Deliberate damage to property or possessions
- ❖ Bullying
- ❖ Consistent refusal to respond to adults
- ❖ Severe disruption to learning

Individual Positive Behaviour Management Programmes

In some cases individual positive behaviour management programmes may be employed where individual pupils need behaviour management beyond the normal parameters. Parents / Carers will be informed and encouraged to work in partnership with the school. It may be suggested that children have Emotional Literacy sessions with the school ELSA to support any relationship needs. Support may be sought from outside agencies.

Conduct Outside of School

The behaviour policy will be adhered to and followed outside of school in the same way it is when the children are in school. All staff will reinforce the same high expectations for behaviour when in the public domain, for example on school trips or visits. We expect the children to be polite and show care and consideration for others.

Any inappropriate behaviour will be dealt with immediately and reported to the Headteacher as soon as possible. Any consequences or sanctions will be carried out on the child's return to school if possible or the next day.

The behaviour policy also relates to the conduct of pupils outside the school gate beyond the supervision of staff when representing the school in uniform. Any report from the public will be dealt with seriously by the Headteacher. The Headteacher will undertake an investigation and apply any consequences and sanctions within school as needed. The child or children will be expected to apologise either personally or in a letter. Parents / Carers will be notified. If deemed serious then the police will be contacted by the school.

Use of Reasonable Force

IF reasonable force is needed this will only be carried out if it is necessary to stop the child injuring themselves or others, damaging property or causing a serious disturbance.

Where reasonable force is used 2 members of staff will typically be present to ensure that there are witnesses and both will remain with the child until they are calm and no longer in danger.

This will always be recorded using the HAMWIC reasonable force incident forms and will be reported to the Headteacher. A copy will be sent to HAMWIC and a copy kept in the school office. Parents / Carers will be informed.

Racist / Homophobic Incidents

Any racist / homophobic incident will be dealt with quickly. All such incidents go against the aims of our school and are taken seriously. All incidents must be reported to the Headteacher who will record them using the HAMWIC racist incident form. A copy will be sent to HAMWIC and a copy kept in the school office.

- ❖ Incidents will be dealt with as soon as they occur by the adult present
- ❖ The Headteacher will be informed
- ❖ Parents will be informed of all such incidents

Fixed Term Exclusion

The school adheres to the current guidance on Social Inclusion. It is rarely necessary to exclude a pupil for unacceptable behaviour except in extreme circumstances, for example by allowing them to stay in our school they would seriously harm their education or welfare, or the education or welfare of other pupils.

Fixed term exclusions will only be sanctioned by the Headteacher or by the Deputy if the Head is not contactable, for example in another country on an educational visit.

No child will receive fixed term exclusions which total more than 45 school days in one school year.

If a child is to receive a fixed term exclusion then we will contact the parent / carer on the day of the exclusion by phone and follow this up with a letter giving the fixed period of exclusion and the reason for it and informing the Parents / Carers that it is their duty for the first 5 days to ensure that the child is not present in a public place during school hours. The school will provide homework.

Permanent Exclusion

Our school will only exclude a child as a last resort after exhausting all other avenues to improve their behaviour. But if the offence was exceptional then we may decide to exclude for a "one off" event.

If permanent exclusion becomes necessary the parent will be informed immediately. The reasons will be explained and advice given to parents regarding representations that can be made. The Headteacher will also inform the Chair of Governors, Hamwic Trust and the LA giving details of the exclusion. The Chair of Governors will review the decision if necessary.

Any behaviour which results in a sanction will be recorded and tracked by the Deputy Headteacher so that a written record is kept. This will be used if evidence is needed for outside agencies and so that any patterns of behaviour can be noted and intervention can be made to move the child's behaviour forward. The ELSA may also keep written records.

Play and Lunchtime Behaviour

The Lunchtime Supervisors will follow the same rules as the rest of the staff. They will follow the same pattern of rewards and sanctions for behaviour. Any inappropriate behaviour will be recorded in a book and reported to the class teacher or a member of the SLT who will deal with it. Where appropriate, parents will be informed.

Jane Wood - Headteacher

Revised March 2018

Approved by Governors March 2018