

MEADFURLONG SCHOOL

BEHAVIOUR, DISCIPLINE AND SCHOOL ETHOS

January 2010

INTRODUCTION AND AIMS

We aim:

- to encourage the children to be responsible for their own actions
- for the children to behave in a socially acceptable manner at all times
- to create a caring environment in which the children show respect for each other, their feeling and their property
- to provide a positive environment and atmosphere in which teachers expect good behaviour and children respond appropriately
- to instil in the children a sense of pride and worth in behaving and conducting themselves well.

GOLDEN RULES

As a school we have adopted a set of Golden Rules which are displayed in every classroom and communal area and which we expect children to respect during their time at Meadfurlong. They are designed to help create a positive and friendly environment in which adults and children can work and play together. They state the following:

Do be gentle

Do not hurt anybody

Do be kind and helpful

Do not hurt people's feelings

Do work hard

Do not waste your or other people's time

Do look after property

Do not waste or damage things

Do listen to people

Do not interrupt

Do be honest

Do not cover up the truth

CODE OF CONDUCT

The above rules give an expectation that the children will:

- behave in an acceptable way towards others
- not fight nor inflict physical/verbal abuse at others
- move around the school in a careful and responsible way
- respect other people's property and school equipment at all times
- remain on the school premises at all times during the school hours.

Children will accept that:

- no play fighting is allowed
- swearing and abusive language is totally unacceptable
- the throwing of any objects, e.g. bark, ice or stones, is not permitted
- sweets chewing gum and canned drinks are not permitted in school
- football games will only be allowed on the large playground side of the wall
- toys and personal possessions must not be brought into school unless specially agreed with the classteacher.
- roller skates, not skateboards, may be brought to school to use on Tuesday and Thursday lunchtimes in the designated area.

ORGANISATION AND MANAGEMENT

Discipline is the responsibility of all adults in the school and children should understand and respect this.

Children are expected to obey the school's Golden Rules.

Children who step outside the boundaries of the Golden Rules will be placed on the appropriate stage of the Behaviour Management Procedures. This may include being placed on a target card

An incident sheet will be filled in by any adult who witnesses an incident for child involved in physical aggression, verbal abuse or deliberate vandalism. These are kept in a file with the Learning Mentors and help to build up a picture of any repetitive misbehaviour. Learning Mentors will assist staff with ensuring that all paperwork is kept up to date.

Lunchtime Behaviour

At lunchtime we expect children to talk quietly to their neighbours, remain seated once placed by a dinner lady and walk to and from the room.

The meal is expected to be eaten in a civilised manner.

Children must respect the authority of the dinner ladies whether in the hall or outside.

Ask children who do not wish to behave in a reasonable manner in the dining hall or in the courtyard to leave the dining hall immediately whether or not their meal is finished. Dinner ladies will not tolerate any misbehaviour and will contact the appropriate senior teacher

Children will not return to the classroom or the Shared Area after lunch.

At wet lunchtimes all food must be eaten in the dining hall.

It is expected that all children will take home remaining food and wrappers from packed lunches.

Children who prove to be a continual nuisance to the Mid-day Meal Supervisors will not be allowed to remain on the school premises at lunchtime. Children will receive one warning about behaviour. If there is a second lunchtime incident parents will be informed by letter that any further incidents will result in a 5-day lunchtime exclusion. Parents will be informed by letter to inform them that they will have the responsibility of making other arrangements for their children. If it is appropriate the Learning Mentors may supervise an internal exclusion.

Children who go home for lunch will not be expected to return to school until 1.05pm

Rewards for Good Behaviour and Work

Each week children are awarded merit points for good work and behaviour. These are monitored at year meetings to ensure that there is consistency. The winning pupils receives a certificate is assembly. Children who have worked particularly well will be awarded 'worker of the week' status with the winner from each yard attending the Head tea party on Friday afternoon

Strategies For Dealing With Bad Behaviour

- Talk quietly to the child involved at an appropriate time – drawing attention to the child's misdemeanour can ad status to the child.
- Ignore the bad behaviour while telling the rest of the class what you are doing and why, so that they do not think you are not aware of the situation.

- Praise those who are behaving well, giving your attention to them and not looking at the offender. See Rewards.
- Use a neighbour for support and send the child to another class temporarily. State that you feel very cross and you prefer a breathing space.
- Enlist and use the help of the Shared Area Co-ordinator.
- Refer to the Learning Mentor allocated to the Year Group who will assist with deciding how the problem will be resolved.
- If the situation is serious the Learning Mentors may seek the help and support of the Head or Deputy Head, who may agree to involve the parents.

Sanctions For Bad Behaviour

Corporal punishment is, in no way, authorised. The law forbids a teacher to use any degree of physical contact, which is deliberately intended to punish a pupil, or which is primarily intended to cause pain or injury or humiliation. Hence teachers can:

- Withdraw a privilege
- Keep children behind ten minutes after a morning or afternoon session i.e. until 12.25pm or 3.20pm.
- Give an official detention of up to an hour after at least 24 hours written notice to the parents. As from the beginning of 1999 schools have a legal authority to detain pupils on disciplinary grounds after the end of the school session, without the consent of the parents. Parents must be told of the reason for the detention and why, where and for how long the child will remain at school. Should parents wish to discuss any disciplinary issues they will need to make an appointment with the class teacher via the school secretary.
- Involve the parents in a discussion with the Learning Mentor, teacher or the Head and agreed on additional rewards and sanctions at home in order to support the school.
- Involve the support of a Governor.
- Continual misbehaviour will result in the child being banned from the school premises during the lunchtime, (see Lunchtime Behaviour)
- If a child is to complete work at lunchtime or breaktime this must be done in the classroom this under the supervision and presence of the class teacher. Children must not be left outside the staffroom to work or be left alone in any room to work.
- Children remaining in school at breaktimes or lunchtimes on grounds of ill health must have a valid, dated note from their parents or the class teacher if the message

is verbal. They must remain on the chairs outside the office unless staff choose to supervise them.

- Children are expected to conduct themselves quietly around the school showing consideration to others at all times whether with teachers, alone or in groups. This means walking along corridors, not entering rooms in use unless absolutely necessary, using equipment and space only with adults' permission and conducting themselves quietly so as not to disturb others. The above applies anywhere in the school and its grounds and on trips or visits. Teachers must ensure that children are made aware as often as possible of these basic expectations. If moving around the school with children insist on the above and do not move them unless they comply.
- If your child is rude, refuses to co-operate or is abusive to staff in any way they will be given one warning and parents will be informed by letter. Any further incident will result in a fixed term exclusion from the school requiring the parents to look after their child for at least one day.
- If your child verbally or physically abuses another pupil, again they will be given one warning and parents will be informed by letter. Any further incident will also result in a fixed term exclusion requiring parents to look after their child for at least one day.
- Any serious breach of this behaviour policy would result in a long term fixed exclusion or permanent exclusion. A serious breach might include:-
 - i) serious actual or threatened violence against another pupil or member of staff.
 - ii) sexual abuse or assault
 - iii) supplying an illegal drug
 - iv) carrying an offensive weapon

USE OF FORCE TO CONTROL OR RESTRAIN PUPILS

No member of staff should touch, hold or restrain pupils within the school unless reasonable force is needed:

- to prevent pupils committing a crime
- to prevent a child causing injury or damage or because he/she is causing a disruption.
- It is acknowledged that everyone has the right to defend themselves against an attack provided they do not use a disproportionate degree of force to do so.
- If a pupil were at immediate risk of injury or on the point of inflicting injury on someone else, any member of staff would be entitled to intervene.

- Where action is necessary in self defence or because there is an imminent risk of injury, where there is a developing risk of injury or significant damage to property or where a pupil is behaving in a way that is compromising good order and discipline, reasonable force might be appropriate.
- If a pupil attacks a member of staff or another pupil; if pupils are fighting; a member is causing, or on the verge of committing deliberate damage by accident, rough play or by the misuse of dangerous materials or objects; or a pupil is running in a corridor in a way in which he or she might have or cause an accident likely to injure himself or herself or others, then reasonable force might be appropriate.
- If a pupil persistently refuses to obey an order to leave a classroom or a pupil is behaving in a way that is seriously disrupting a lesson, then reasonable force could also be used as appropriate.
- No physical force can be used to prevent a pupil from committing a trivial misdemeanour, or in a situation that clearly could be resolved without force.
- Any force used should always be the minimum needed to achieve the desired result.
- Teachers will and should always try to deal with a situation through other strategies before using force – see section on Strategies for dealing with bad behaviour.
- Staff will record **all** incidents where force is used as soon as possible afterwards. Details will include who, when, where, names of witnesses, the reason why force was used, how the incident began and progressed, what was said, the steps taken to defuse the situation prior to force being used and how it was applied and for how long, the pupil’s response and the outcome of the incident together with details of any injury suffered by any party.
- The Head will keep the original in an appropriate file and the member of staff a copy. The head or his/her representative will inform the parents either straight away or at the end of the school day.

HEALTH AND SAFETY

Children must use the playground; adventure park and field with due regard to the safety and well being of others.

- Please refer to the main policy statement.

Signed..... Dated.....