



PRIMARY BEHAVIOUR POLICY

Owner	Head of Primary
Authorised by	Headteacher and Governors
Dated	September 2018
Review	September 2019

PRIMARY BEHAVIOUR POLICY (inc. EYFS)

This policy sets out our expectations and aims for behaviour, in the classroom, within the school grounds and on outside visits.

Our principal objective is for the pupils to be safe at all times.

In each classroom the rules and expectations are displayed. The following points are to be enforced through the school rules, assemblies, PSHEE, circle time and constant management of the children by all staff. The Thinking for Learning programme used in school also helps to reinforce positive behaviour. The 5 rules are:

- Treat others as you wish to be treated
- Be kind, helpful and honest
- Always do your best
- Think before you speak or act
- Take responsibility for your own learning

Positive behaviour is praised and can be rewarded with stickers or certificates. **Derby High School does not permit the use, or threat, of physical sanctions. Corporal punishment is not used or threatened.** However, **staff have the power to use reasonable force in a considered manner in appropriate circumstances.** (See Whole School Use of Force policy) to prevent injury or if a child is danger of hurting him/herself.

As a school we disapprove of bullying and encourage the children to talk to a member of staff if they are unhappy about anything. (See whole school Anti-Bullying policy). Any behaviour seen as unacceptable will be dealt with immediately and we want the children to recognise that certain actions are right and that others are wrong. We use the Primary motto when talking to the children '**Treat others as you wish to be treated**'.

Procedures

The behaviour of all pupils is continually monitored and any issues are discussed at staff meetings. Through close observation of the children at all times most incidents can be quickly resolved. Any specific incidents are recorded in an incident book for future reference. Diaries may be kept on individual children if thought appropriate for ongoing concerns and these can be shared with parents.

The Head of Primary works closely communicating with individual pupils, parents and teachers, and keeps the Headteacher continually informed. The Head of Primary has responsibility for behaviour in the Early Years.

Any issues raised by children or parents are taken seriously and investigated immediately and feedback given. Concerns initially go to the class teacher. Parents of individual children are approached to discuss any unacceptable behaviour and action plans are set with how behaviour concerns will be dealt with in school including praising the positive aspects we want to see and advice given on how to be consistent at home with approaches. The Headteacher will be informed where necessary and may choose to take action if behaviour is persistent.

Sanctions for unacceptable behaviour are usually dealt within the department, and involve selecting a disciplinary measure depending on the severity of the behaviour. The school would always hope to resolve difficulties informally wherever possible.

Parents are informed and expected to support the school in maintaining high standards for good behaviour and guidelines are given as to how parents can support the school with their approach at home and review meetings will be arranged, which usually give the opportunity to have a positive ending that behaviour is much improved.

Disciplinary measures include,

- Notes home to parents
- Pupil being removed from other children and made to sit or stand out
- Exclusion from break times
- Writing a letter of apology
- Playing in a section of the playground away from certain children

If warranted by the circumstances, a child may be suspended. Suspension means that a child is not permitted to come to school. The length of the suspension depends on the offence. Parents will attend the school to discuss the matter with the Headteacher before the child is re-admitted to school. There is no right of appeal against a suspension.

In extreme cases a child may be expelled (permanently excluded) or parents asked to withdraw their child from the school. This is the Headteacher's decision, after consultation with the Head of Primary and Chair of Governors. In such instances there is an appeals procedure. Parents wishing to appeal against the permanent exclusion of their child should write to the Chair of Governors within 2 working days of the exclusion setting out the reasons for the appeal. This should be sent to the school, where it will be forwarded by the Clerk to the Governors. The Chair of Governors will acknowledge receipt of the appeal and ask the Vice Chair of Governors to convene a panel hearing at a mutually convenient time and date; as early as is practicable and normally within 10 working days of the receipt of the request. **See Complaints Procedures Stage 3 for full details.** The decision of the Appeal Hearing is final.

Malicious allegations

The Headteacher would deal with any allegations made against staff; the Governing body would be involved in this process. If, after careful and appropriate investigation, it is found that the allegations made by a pupil against a member of staff are malicious, the case will be considered on an individual basis but it is likely that this would lead to the imposition of a serious sanction (most probably suspension or permanent exclusion).

Transition through school

At points of transition eg. EYFS-Y1, Y2-Y3, Y6-Y7, relevant staff meet to discuss individual pupils and pass on any information regarding previous behaviour issues. Each week there is a pastoral meeting where any persistent concerns are discussed so that all staff are aware.

All staff have read 'Keeping Children Safe in education' September 2018