



TWYCROSS HOUSE PRE-PREPARATORY SCHOOL

The Hollies

BEHAVIOUR POLICY

This policy has been revised with regard to Behaviour and discipline in schools January 2016, and Ensuring good behaviour in schools and The Prevent Duty (DfE)

We place strong emphasis on promoting and recognising good behaviour for the following reasons:-

- Effective teaching and learning can only take place within a harmonious, purposeful environment.
- Consideration and accepted standards of common decency are expected from all members of the school community, so that everyone may feel valued and safe and give of their best.
- Respect, honesty, sensitivity and interpersonal skills are invaluable qualities. Only by developing these qualities will our pupils be able to form and maintain the warm and supportive relationships which will be essential for success in all areas of their adult lives. We aim to support children to become responsible members of society and to uphold and respect Fundamental British Values of democracy, individual liberty, the rule of law, and respect and tolerance of those with different faiths and beliefs. These qualities are promoted and explored during assemblies, RE and PSHE lessons.

Promoting good behaviour:

- The children are influenced by the examples of staff, other pupils and peer pressure.
- Good work and behaviour are recognised and rewarded by staff through praise and positive comments in books. Stickers and stars are used in workbooks.
- Children often share their successes in both work and behaviour with other members of staff for praise and reward (stickers, stars and stamps) during whole school assemblies.
- A Merit Badge system is in place to reward a pupil in each class every week. Cups are awarded each year: Reading, Merit (overall performance), Personal Development and Endeavour Cup.
- Once per term, the children vote for the class merit in a democratic role. Good behaviour is often cited as a reason for their choice.

Responding to poor behaviour:

- To ensure a well-ordered and happy community, all teaching and supervisory staff are expected to challenge unacceptable behaviour either within school or elsewhere when under the charge of a teacher, including school visits. Other members of staff are encouraged to report poor behaviour whenever it is encountered.
- Teachers and supervisors can also discipline children in certain circumstances when a pupil's misbehaviour occurs outside of school. For example:
 - i. when travelling to and from school, or
 - ii. when wearing school uniform, or
 - iii. in some other way identifiable as a pupil at the school, or
 - iv. misbehaviour at any time that poses a threat to another pupil or a member of the public, or could adversely affect the reputation of the school.



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- In many cases, poor behaviour will be the result of thoughtlessness or lack of self-control. Wherever possible staff will aim first to discuss the problems privately with the pupils concerned to enable them to gain insight into the consequences of their actions. Where appropriate, pupils will be encouraged to identify ways of making amends and put these into practice.
- Where informal steps do not achieve a change in behaviour, or where more serious misbehaviour is involved, sanctions may be necessary.
- All staff have the responsibility of keeping children safe and we are allowed to usher children and to use 'reasonable force' to prevent pupils injuring themselves or others, or damaging property and to maintain good order and discipline in the classroom. Handling children for disciplinary reasons is to be avoided. If physical intervention is required, call for another adult to assist. If any restraint is used, record the incident and inform the headmistress. Parents should be informed.
- All children have a right to an environment where all feel physically safe and free from insult, teasing and use of derogatory terms.

Sanctions

When poor behaviour is identified, sanctions will be implemented consistently and fairly and may vary according to the age of the child.

- Verbal reprimand
- Miss playtime
- Pupil to write letter of apology
- Parents involved when more serious misbehaviour occurs (*parental sanctions*)
- Extra work
- Loss of privileges (merit badge, class responsibilities, choosing time)
- Confiscation of pupil's property (if deemed appropriate)
- A child may be put on daily/weekly report
- Sanctions are recorded if deemed necessary and appropriate

Temporary Exclusion

It may be necessary in the case of a particularly serious offence to exclude a pupil temporarily from the school. In these circumstances the pupil's parents will be asked to attend an urgent meeting to discuss the matter. The purpose of temporary exclusion is to underline the gravity of the offence and to allow the pupil time for reflection before restoring him/her to the school community. It may also be necessary to exclude a pupil while the facts of an offence are being investigated. Two written warnings can lead to suspension after consultation with all parties.

This sanction will only be used in exceptional circumstances. The decision to suspend a pupil from school is taken by the head-teachers in consultation with senior colleagues.

On the pupil's return to school after the period of suspension, a further interview is held with the parents and pupil to satisfy the school that lessons have been learnt and to discuss the way forward.



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Permanent Exclusion

Fortunately, a decision to enforce this sanction is very rare and only ever taken when the welfare of the school community is threatened. The decision to exclude a pupil permanently will be taken by the head-teacher. Parents will be interviewed and kept fully informed of the facts and the reasons for the decision.