

## **HOOK INFANT SCHOOL BEHAVIOUR POLICY**

### **Aims**

Good behaviour makes effective teaching and learning possible. Therefore, we aim that staff and pupils should work together to create a positive learning environment to enable the children to work to their full potential and to care for others and their environment and to respect each other regardless of their individual cultures and beliefs.

We aim to develop a habit of self-discipline and there are rules that have to be followed for the sake of safety and to foster self-discipline. Most of these rules are based on the traditional values of courtesy, consideration and common sense, and can be found in the attached guidelines.

We will not tolerate bullying of either an overt or covert nature. Any such action will be dealt with appropriately according to the guidelines.

### **Parents**

We believe in a positive reinforcement to enforce discipline and maintain an active partnership between school and home. Parents play a crucial role in shaping attitudes, which produce good behaviour in school. We aim to keep the parents well informed not only of the occasions when their child has been in trouble, but also when they have behaved particularly well.

### **Guidelines**

Good behaviour should be encouraged in all aspects of life and the role of the school is to promote self-esteem in each child, and help them realise that every child is entitled to their own point of view.

### **Praise**

Praise is more effective than rebuke. Recognition of good behaviour/work/politeness/helping others is shown by awards such as:

- a) "Smiley Faces" for individual children
- b) "Marbles in the jar" for class recognition
- c) A celebration assembly each week recognises individual and class achievements in the above
- d) Head Teacher's Praise
- e) Good manners stickers around the school

### **Reprimands**

A suitable reprimand is generally sufficient to deal with minor misbehaviour. Where there is more serious or repeated misbehaviour, e.g.

- a) bullying, either covert or overt

- b) intolerance of others
- c) rudeness
- d) inappropriate language
- e) theft
- f) unkindness to people of different culture/race or religion
- g) impoliteness

some form of appropriate sanction will be employed.

### **Sanctions**

- a) Exclusion from an activity.
- b) Referral to a senior member of staff.
- c) Teacher will ask to see parent.
- d) Head teacher will ask to see parent.
- e) Exclusion. (The school will use exclusion in line with statutory requirements in national and local guidelines.)

Parents are always involved in cases of repeated misbehaviour and/or those of a serious nature. In such cases, an ongoing, dated, record of behaviour will be kept in the child's file.

### **Codes of Behaviour for Hook Infant School**

In and around the school:

1. Be friendly
2. Smile
3. Say hello
4. Move out of the way
5. Say please and thank you where appropriate
6. Help anyone who is lost, upset or needs help
7. Hold doors open for grown-ups
8. Use polite language

### **Code of behaviour in assembly:**

1. Walk in and out quickly, in single file and quietly

2. Sit still quietly, with crossed legs and arms folded

Code of behaviour for the playground:

We expect that children will:-

1. Be friendly
2. Play with others nicely
3. Let children join their games
4. Always ask to go to the toilet
5. Stand still when the bell goes
6. Line up appropriately and quietly when told to by whoever is on duty.

#### **Code of behaviour for the classroom:**

Class rules are specific to individual classes and all children participate in making them. They should be displayed for an incoming teacher to read.

#### **Code of behaviour for lunchtime:**

1. Listen carefully to the lunchtime supervisors and be polite to them at all times whether it be in the dinner hall, classroom or playground.
2. Line up quietly in class ready for them at the beginning of lunchtime.
3. Queue in an orderly, fashion whilst waiting to be served.
4. Pick up any of your lunch, which falls on the floor.
5. Children should behave in the same way on the playground for the lunchtime supervisors as they would at playtime for the teachers. (See codes of behaviour for the playground).

#### **Rewards and Sanctions specific to lunchtimes**

A suitable reprimand from the nearest lunchtime supervisor is generally sufficient to deal with minor misbehaviour. However, when there is more serious or repeated misbehaviour at lunchtimes some form of appropriate sanction must be employed.

1. Nearest lunchtime supervisors reprimand child.
2. Report child to senior lunchtime supervisor for reprimand.
3. Child's own dinner lady be informed of unacceptable behaviour so that the class teacher can be notified who will then take appropriate action.
4. Senior lunchtime supervisor should report repeated unacceptable behaviour to the classteacher and/or Headteacher.

## **Children with Special Needs and disabilities**

In the case of a child with Special Educational Needs and disability, we will seek external advice and where appropriate a behaviour management programme will be included in the child's individual education plans. All staff will be informed of the child's individual difficulties so that a consistent approach can be taken when dealing with the child.

If appropriate, the school will notify and seek the involvement of the education welfare department and/or social services.

The child will be given the opportunity in the course of his/her individual programme where appropriate, to access information technology as a means of motivation and stimulation. He/she will learn to use the computer and access programmes that will assist their learning.

When dealing with a behaviour issue involving children with SEND, all members of staff, Learning Support Assistant's, Lunchtime Supervisors and Office Staff should report the incident to the child's class teacher. Such children can lose control of themselves and become violent towards other children, adults or themselves. Reasonable force may be used to control the child ONLY if it is to prevent harm or injury to the child or others. The circumstances must warrant the use of reasonable force. The degree of force employed must be in proportion to the circumstances of the incident. Please refer to the Policy on Restraint.

This policy should be read in conjunction with the following policies:

- SEND
- Equal Opportunities
- British Values
- Restraint
- Anti-Bullying

Reviewed and revised: September 2017

Approved by the Governing Body, Hook Infant School

Signed ..... Chairman of Governing Body

Date .....

Date for Review: September 2020

Ref: Policies/Behaviour