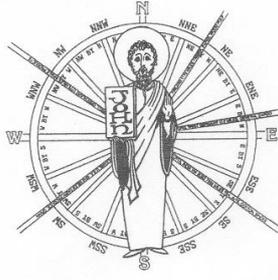


# ST. JOHN'S CATHOLIC PRIMARY SCHOOL



## Appendix to the Behaviour Policy

### SCHOOL PRINCIPLES AND VALUES

“If we live out the belief that all human beings are uniquely created by God,  
all Staff and Pupils will feel accepted and respected.  
We seek to help our pupils to have a healthy self respect and to be respectful  
of others. If our schools are inspired by the Gospel – we incorporate into  
our system forgiveness, healing and reconciliation”.  
(Our Schools and Our Faith – The National Project 1988)

All the Staff at St. John's Catholic Primary School are committed to ensuring that all pupils in the school are treated with respect. Our Mission Statement states that we will:

“Develop harmonious relationships between all members of our School Community  
and all who enter our school, which fosters mutual respect, trust, forgiveness and love”.

As a Catholic Community School we are fortunate in having strong links with Parents, Parish and Local Community. We look to our Parents to support us in our work of educating the children to be responsible Christian members of the Community. Staff and Parents by their own behaviour and example provide a model for the children and through their praise, encouragement and genuine interest in the children evoke a very positive response.

At St. John's Catholic Primary School the children are encouraged and expected to respect:

Each other  
Each other's family, culture and language  
All Staff – Teaching and Support Staff  
Everybody associated with the School

We believe that children respond best to praise, encouragement and rewards. We want children to have ownership of their behaviour, realise there are consequences to the choices they make, and guide them to make good choices when they are presented with difficult situations. At St. John's we recognise that all children are individuals and as such we believe it important to respond to a child's individual needs and their stage of development. For this reason, the way we deal with incidents of poor behaviour is influenced by what we know about the child. We have staff who are experienced in dealing with children with a range of Special Educational Needs where the identified difficulty leads to children exhibiting challenging behaviours, and their ability to communicate with others.

On occasions of poor behaviour from a child or group of children we believe it is important to look at the situation surrounding an incident and after considering the context, we will then decide on a course of action, sanctions, or consequences.

Our practice is to use a range of rewards when dealing with examples of good behaviour, effort and work. In much the same way we have a range of sanctions that we can draw on to help children manage their behaviour to make St. John's calm, happy learning environment.

There are many things we wish for our pupils.

- Ensuring pupils respect others and are shown respect.
- They are punctual for school and lessons
- They take pride in their work – content and presentation
- They take pride in themselves
- They have the necessary tools and equipment for lessons

Displaying and valuing work for instance by showing as an example to the Class, through display, showing at Assembly, showing to the Executive Headteacher or Head of School. This can highlight and reinforce positive behaviours such as values, helpfulness, consideration and kindness.

## REWARDS SYSTEMS

All children are expected to manage their behaviour and take responsibility for their own actions.

Children respond best to praise and encouragement. Encouraging children to respond to rewards can create a positive classroom ethos by promoting motivation to work and improving confidence and self esteem. Therefore, rewards must be something the children value – these might include:

- An appreciation of special effort regardless of outcome or standard.
- Individual praise/reward from the teacher i.e. sticker/smiley face/team point/well done award.
- Praise given by audience i.e. Class Assembly/Merit Book
- Praise given by pupils to another pupil
- Praise given by another Teacher
- Praise and stickers given by the Executive Headteacher/Head of School for good work, good behaviour etc

## THE MERIT BOOK

For exceptional children throughout the week the Merit Book is a regular reward system, recognising the achievements in each KS1 class and in Reception Class every week. The book is on display in the Reception Area to celebrate the achievements.

## TEAM POINTS

For children in Years 2 to 6 a point is awarded for consistently good effort, high standards of work, good attitude, a special event or good behaviour. The Team with the most points at the end of the half term will earn a medal.

## CERTIFICATE OF ACHIEVEMENT

At the end of each term five children are selected for a Special Certificate of Achievement for efforts in all areas of School Life. These are awarded at a special Assembly and are then displayed in the Welcoming area.

## ATTENDANCE AND PUNCTUALITY

In order to promote our commitment to attendance and punctuality and outline its importance to pupils and parents, Certificates and badges are awarded at the end of each term for 100% Attendance and Punctuality with a boxed trophy award for any child who achieves 100% attendance across the academic year.

At St. John's it is the ultimate responsibility of the Senior Management Team to control or restrain pupils and only if it becomes absolutely necessary. Teachers should not put themselves or pupils at risk of injury. In emergency, for example if a pupils was at immediate risk of injury or on the point of inflicting injury on someone else, any member of staff would be entitled to intervene. All such incidents are recorded in the 'Incident Book' and Parents/Carers contacted immediately to be informed of the circumstances.

Possible Sanctions:

#### CLASSROOM

It is the primary responsibility of each Teacher to maintain discipline within their own classroom. Sanctions need to be applied when a member of the class deliberately disrupts the good order of the classroom and so interferes with the teaching and learning process. Sanctions may also be applied if pupils treat their peers or adults with disregard or disrespect. We regard the following as acceptable sanctions:

- Reprimand
- Change of pupils place within the classroom
- Repeat of work
- Putting on a 'Time Out Chair' or given 'Thinking Time'
- Withdrawal of privileges i.e. playtime
- Sending the child to another teacher for a period of time
- Informing the child's Parents at the end of the day
- Liaising with a member of the Senior Management Team who will arrange for the child to removed for a fixed 'Time Out' period.

#### **CHILDREN MUST NOT BE SENT OUT OF THE CLASSROOM UNSUPERVISED DUE TO AN ISSUE OR INCIDENT.**

#### PLAYGROUND

During playtime it is the responsibility of the Staff on duty and the Senior Management Team to ensure that pupils behaviour is acceptable. Acceptable sanctions that apply during playtime are:

- Standing by the wall under the supervision of a member of Staff on duty for a fixed period of time.
- Withdrawal of playtime.
- Any child using any form of verbal abuse will have the incident reported to the Class Teacher. Following a morning or afternoon break, or the Senior Mid-day Supervisor. Where appropriate the incident will be reported to the Senior Management Team. Any extreme incidents of verbal abuse will be dealt with by Senior Management Team and will be recorded in the Incident Book.

When a serious incident occurs or the behaviour cannot be managed using the above criteria then the following rules apply:

1. Staff member to seek a member of the Senior Management Team i.e. Executive Headteacher/ Head of School/ Senior Teacher who will arrange for the child to be removed from the Classroom/Playground.
2. Executive Headteacher/ Head of School will undertake appropriate disciplinary procedures.
3. The children involved and any members of staff who witnessed the incident (as appropriate) will give a verbal or written report which will then be collated into an Incident Report.
4. A report will be made in the Behaviour log/Incident Book
5. Parent(s) of the pupil will be informed by the Class teacher, Executive Headteacher or Head of School, depending on the nature of the incident and subsequent sanctions to be imposed on the child.
6. If the incident has resulted in an injury, Parent(s) will be contacted by the Executive Headteacher or Head of School to come immediately to the School to discuss the issues.

#### ULTIMATE SANCTIONS

Parents/Carers will be contacted by the Executive Headteacher to discuss the incident. The child will be excluded for one day in the first instance. The incident will be reported to the Governing Body.

A fixed term exclusion may result in accordance with the guidelines issued by Southwark Council. Further action leading to full exclusion will be taken in extreme circumstances where a resolution cannot be found or agreed.

#### THE USE OF FORCE TO CONTROL OR RESTRAIN PUPILS

The recent Education Act allows Teachers to use such force as is reasonable to physically restrain or control a child to prevent them from doing or continuing to do, any of the following:

- Committing a criminal offence (including behaving in a way that would be an offence if the child were not under the age of criminal responsibility)
- Injuring themselves or others.
- Causing damage to property (including the child's own property)
- Engaging in any behaviour prejudicial to maintaining good order and discipline at the School or among any of its pupils, whether that behaviour occurs in a classroom during a teaching session or elsewhere.

#### BULLYING

Bullying is the use of aggression with the intention of hurting another person. It is a serious affront and is unacceptable at St. John's. All Staff are committed to providing a safe, caring environment for all our pupils so that they can learn and play in a relaxed and secure atmosphere, DFES Guidance defines bullying as actions that are meant to be hurtful, and which happen on a regular basis. Bullying can be direct (either physical or verbal) or indirect (for example, being ignored or not being spoken to). Through our PHSE Programme we highlight the issues and promote awareness of it. This teaching can take place as part of the normal curriculum, linked to subjects such as Religious Education and through assemblies. The Pupils at St. John's are encouraged to tell a member of Staff and know that incidents will be dealt with promptly and effectively.

If bullying does occur – IT MUST BE REPORTED IMMEDIATELY BY THE VICTIM, A MEMBER OF STAFF, A WITNESS OR A PARENT TO THE EXECUTIVE HEADTEACHER OR HEAD OF SCHOOL.

Bullying can be:

Emotional	being unfriendly, excluding tormenting.
Physical	pushing, kicking, hitting, punching or any use of violence
Racist	racial taunts, graffiti, gestures
Sexual	unwanted physical contact or sexually abusive comments
Homophobic	because of, or focussing on the issue of sexuality
Verbal	name calling, sarcasm, spreading rumours, teasing

Bullying can lead to the victim:

- Being frightened, withdrawn, anxious and tearful
- Non attender at School
- Suffering poor health and poor eating habits
- Changing usual routines
- Bullying other children or siblings

This is not an exhaustive list and signs and behaviours could indicate other problems, but bullying should be considered.

#### STEPS TO DEAL WITH BULLYING

- Executive Headteacher, Head of School or Senior Manager speaks to the victim
- Offence is recorded in the 'Incident Book'
- Offending pupil made aware of the distress they may have caused
- Withdrawal of privileges depending on where the incident occurred
- Reconciliation will be attempted
- Dialogue with Parents/Carers

- Behaviour of the offender monitored regularly
- Staff informed in order to monitor
- Dialogue between the Executive Headteacher or Head of School and pupil to ensure incident has been resolved
- Ultimate Sanctions – as above.

## RACISM

We are fortunate at St. John's to be represented by a wide range of cultures among our children, staff and parents. This creates positive influences. As a Catholic Community School we welcome all who cross our threshold. Through our Religious Education Programme, Assemblies, Citizenship Programme and by example, we positively reinforce the importance of the individual regardless of race, colour, disability or creed. We celebrate our diversity annually in an International Month celebration.

We welcome Parents/Carers visits to the School to give an awareness of life in other countries and cultures. We encourage class visits to promote awareness of life beyond Britain and the contribution made by many cultures to life in Britain. We recognise the importance of British Values and this is shown through displays, assemblies and opportunities. Discrimination on the grounds of race or culture will not be tolerated.

## STEPS TO DEAL WITH RACISM

- No racist symbols or insignia to be worn or appear on clothes or bags
- When an incident occurs it must be reported to the Executive Headteacher/ Head of School by the victim, a member of Staff, a witness, a Parent/Carer
- Incident will be recorded in the 'Incident Book'
- Offending pupil made aware of the distress they have caused
- Offending pupil given a warning and explanation as to why the behaviour is unacceptable
- Withdrawal of privileges depending on the nature of the incident
- Reconciliation will be attempted
- Immediate removal of graffiti
- Behaviour of the offending pupil monitored regularly
- Dialogue between Executive Headteacher/ Head of School to ensure incident has been resolved
- Dialogue with Parents/Carers
- Ultimate sanctions – as above.

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