



# Saint Peter's Catholic Primary School

'Christ in the centre, excellence at the heart'

## Mission Statement

To provide a	Catholic Education, embracing world faiths,
Nurturing	Happy and motivated children
Who want to	Reach to achieve high expectations
	In partnership with parents
	Supported by a committed staff and Governing Body
Who help children	To feel self-worth and know success

## BEHAVIOUR AND DISCIPLINE POLICY

Approving Committee:	LGB
Approved / Adopted Date:	Autumn 2024
Name:	Liz Franklin (Chair of Governors)
Next Review Date:	Autumn 2025

The following statement of principles for the teaching and learning of behaviour and discipline at St. Peter's was arrived at by a consultative process, agreed by all staff and is based on the school's aims and values.

## PRINCIPLES

An effective approach to behaviour management at St. Peter's should:

- reflect the Gospel values of love, care and mutual respect
- encourage all adults to model these values to each other, pupils, parents and visitors
- set high expectations of pupils' behaviour and good manners
- make explicit what is expected of each pupil
- be understood and supported by each pupil's family
- be fairly and consistently applied by all staff
- encourage calm, orderly behaviour within school so that effective teaching and learning can take place
- help to develop each child's sense of self discipline and an acceptance of responsibility for his/her own actions
- invite the pupils to say **sorry** and seek **forgiveness**
- encourage the pupils to **forgive** others
- encourage pupils to take a pride in, and look after, THEIR school

## RESPECT CHARTER

At Saint Peter's we have agreed a respect charter that reads:

We are all part of our school community and know it is important that we **treat one another with respect**.

**Matthew 7: 12** – So in everything, do for others what you want them to do for you: this is the meaning of the Law of Moses and of the teaching of the prophets.

We at Saint Peter's commit to making sure that unacceptable behaviours are not seen as 'normal' or a 'joke' within our pupil and school community.

## CURRICULUM

We will endeavour to deliver a broad, relevant, stimulating, participative and appropriate curriculum. We will do this using a variety of teaching and learning styles and adapting the curriculum for children with Emotional, Behavioural, Social Difficulties in consultation with the Special Educational Needs and Disabilities Co-ordinator (SENDCo), parents and outside agencies, as appropriate. Lessons will be well planned, organised and delivered. Teachers will instigate good relationships with their pupils. Children will be given opportunities to learn and show self-organisation skills. Children will be guided to become increasingly independent learners, showing use of investigative and research skills. Children will be encouraged to become increasingly involved in reviewing their own progress, self-assessment and target-setting.

Classrooms will be maintained in good decorative order (subject to budgetary constraints), be tidy and have displays that stimulate, inform, are interactive, or are a celebration of children's work.

Teachers will acknowledge children's progress in both academic terms and other areas, such as behaviour, through things like stickers, stamps, certificates, Star of the Week etc. for individuals and groups, and house points (that can also be collated on Class Dojo).

## **BULLYING STATEMENT**

The pupils and staff at St. Peter's school believe in following Christ's commandment of

"Love one another as I have loved you."

Bullying is Several Times On Purpose (STOP). Bullying is behaviour by an individual or group, usually repeated over time that intentionally hurts an individual or group, either physically or emotionally.

Children are encouraged to tell their parents and teachers if they are being bullied. These disclosures are regarded seriously and are always followed up by the class teacher/Headteacher (depending on who the child discloses to). It is the responsibility of all adults to report any incidents of actual, or suspected bullying. All adults include teachers, SLT (Senior Leadership Team), office staff, support staff, premises staff, lunchtime supervisors and parents. All incidents / allegations of bullying should be recorded on CPOMS

## **RULES**

Assertive Discipline is the method the school uses. The rules were drawn up by pupils and staff and will be explained and revised regularly. All incidents of serious rule breaking will be investigated, recorded and subsequent behaviour monitored. Each class records behaviour and it is monitored by the headteacher on Arbor.

### **Within the Classroom**

We will consistently use the agreed call and response system:-

**Everybody stop!**

**"Hands on top"**

This means that the pupils are expected to:

- \* Stop talking.
- \* Have nothing in their hands and hands are to be either, in their lap/on top of their table.
- \* Watch the adult talking and listen carefully.
- \* Raise their hand if they wish to answer a question or ask one.
- \* Not shout out.

### **Whole School Rules**

1. We are polite and kind to others.
2. We keep our hands, feet, objects and unkind words to ourselves.
3. We listen and do as adults in school tell us, the first time.
4. We do not swear or call people names.
5. We look after the school and our property.
6. We move around the school in silence in class groups, and at other times quietly, and carefully, keeping to the left-hand side of stairs.

### **Playground Rules**

1. We walk and line up when the whistle blows.
2. We walk quickly and quietly to lines and line up in register order.
3. We enter the building calmly and quietly.

## **Dining Hall**

1. We are polite and quiet in the hall.
2. We tidy our place.
3. We respond to the red/orange card system to adjust how loud we are - if we do not get a red card all week, we will be able to have music in the hall on Friday's lunchtime.

## **REWARDS**

We will emphasise positive encouragement rather than negative criticism. Praise will be given in many ways ranging from a nod, smile or approving gesture to stickers and house points. Children are nominated to be Star of the Week; this is read out in Friday's Celebration of the Word (and shared with parents in the weekly school bulletin). We use House Points as the basis for our reward system. House Points are given for a wide range of different things from lining up well to producing good work. The winning house each week receives the House Cup. Each half term the house with the most weekly awards gets extra playtime with the headteacher. For good work a child may receive a sticker, and may be sent to the headteacher to receive a special sticker. F/S pupils start each week with half an hour of golden time, they may lose time from this, however it can be earned back.

## **SANCTIONS**

There is a traffic light system in each class.

All pupils will start each day on green.

If a pupil is given two verbal warnings about low-level behaviour they are moved to amber and reminded of the rules and expectations. Dependent on the severity of the inappropriate behaviour a child may be moved to amber or red sooner.

If the pupil continues to misbehave or not follow instructions then they will be moved to red and will lead to a consequence such as missing some playtime, being sent to SLT, headteacher and or parents spoken to. F/S teacher/adults may decide to take golden time dependent on the bad behaviour. Teacher will discuss with parents if necessary. Any reds will be logged on the Arbor behaviour system as follows and can be escalated dependent on severity of behaviour:

Level 1 - dealt with by the class teacher / consequence by the class teacher.

Level 2 - Input from SLT (other than the headteacher)

Level 3 - Input from the headteacher (other SLT in her absence) headteacher regularly reviews Arbor and may decide to enforce a missed lunchtime with her and/or contact parents, depending on the severity.

## **HAPPY LUNCHTIMES**

Lunchtime staff reward at lunchtimes with a small 'pom pom' for showing kindness and consideration during play, having good table manners / general good manners, and showing respect for each other, staff and equipment.

These pom poms are then placed into the house tubes on entering the hall and convert to house points. The fullest tube will have 40 points, 2<sup>nd</sup> will have 30, 3<sup>rd</sup> will have 20 and 4<sup>th</sup> will have 10 house points.

There will be consequences for wrong choices at lunchtime - starting with a quiet word and having what they have done wrong explained to them and what is expected of them. If this is not followed, then they will be asked to sit out for two minutes of reflection. They will then be expected to apologise. More severe behaviour such as fighting will result in being sent to a member of the Senior Leadership Team and logged onto Arbor accordingly. There will be an activity daily in the 'zone' ran by a rota of lunchtime supervisors.

There will be a lunchtime achievement sticker for a child chosen by the lunchtime staff each week - celebrated in our Whole School Act of Worship on a Friday.

## PLAYTIME AND LUNCHTIME PROCEDURES

The staff on break duties and midday supervisors will praise positive playground (as stated) and dining hall behaviour. Incidents of rule breaking will be reported to the class teacher at the end of break in the handover book.

Dinner supervisors will record positive and negative aspects at lunchtimes. These will be shared with the class teacher and depending on the incident, may be shared with SLT and recorded on Arbor.

## SERIOUS INCIDENTS

Insolence, blatant defiance, extreme wilful damage, fighting and bullying are serious incidents and are dealt with immediately by the head teacher.

For all serious incidents the pupil(s) will be sent to the headteacher. For the first offence a child will be given an in-house exclusion at lunchtime. If a child has further offences, a meeting with the child's parents may be set up to discuss the misbehaviour and agree steps to prevent its recurrence. A positive behaviour chart may be set up, if thought necessary, or further in house exclusions implemented.

Repairs for wilful damage will be charged to the child's parent(s), as set down in the Charging and Remissions Policy.

## SEARCHING AND CONFISCATION

The headteacher and teaching staff have the right to confiscate any item from a pupil which is deemed inappropriate to be in school.

The head teacher and teaching staff have the right to search any pupil or pupil's belongings, without consent, if they believe they are hiding any items which should be confiscated or are on the banned list. If the pupil needs to be searched, two members of staff will be present. The pupil will always be asked to empty and open out all clothing pockets willingly first.

Any items found on the banned list will be handed directly to parents or police, depending on the seriousness of the confiscation. Items on the banned list include:

- alcohol
- drugs
- stolen items
- knives
- weapons
- cigarettes
- pornographic material
- anything else perceived to pose a threat to pupils at the school

The school recognises that, in **exceptional circumstances**, sometimes a pupil may need to bring a mobile phone to school if needed after school - where this is necessary the pupil should hand it (turned off) to the office or teacher to hold until the end of the day. Any instances of searching/confiscation will be recorded on the internal safeguarding system of CPOMS.

## EXCLUSION

The headteacher has the right to exclude pupils if this is felt to be appropriate. This may be a temporary exclusion (up to 45 days in any academic school year) or permanent exclusion (the child is expelled from school).

## MONITORING AND RECORDING

Class teachers will keep records on Arbor to monitor their consistency and children's behaviour and will ensure that they deal with issues in the first instance and tackle them with a consistent approach.

The headteacher will regularly review Arbor (half termly or more if required). The headteacher will have a record of children with in-house exclusions, lunchtime exclusions and fixed term exclusions.

### **RESPONDING TO PREJUDICIAL INCIDENTS (as per the Respect Charter)**

Any incident, including verbal exchanges, will be treated as a prejudicial incident if it is so perceived by any of those involved, including third parties. The following are considered to be forms of prejudice:

- Verbal or physical abuse (including damage to property)
- Display of racist, derogatory, defamatory or offensive pictures, material, insignia or graffiti
- Rejection or isolation of someone because of her/his differences
- Unwelcome comments, jokes, innuendoes, taunts, insulting gestures based on ethnicity, colour and place of birth or ancestry, gender, faith etc.

As a school we will take the following actions when a prejudicial incident is reported to any adult in school:

1. We will not ignore the incident
  - An immediate response will be made, making a direct reference to the prejudicial issue and criticise the behaviour, not the person
  - Intervene physically, if necessary
  - Explain how the behaviour makes the victim feel
  - State that the adult dealing with the incident feels hurt and disappointed by this behaviour
2. Support the victim
3. Bring the parties together to state the school's stance on this behaviour
4. Make it clear to any others nearby that this behaviour is unacceptable.
5. Record the incident on CPOMS
6. Report it to the head teacher via CPOMS
7. Headteacher will action it. Parents will be informed either by class teacher or headteacher.
8. The headteacher will work with staff and children to prevent further incidents
9. The headteacher will report annually to the governing body any prejudicial incidents in school

### **BEHAVIOUR and SEND**

We have high expectations of all pupils' behaviours at St Peter's including those identified with SEND. We always strive to build on positive feedback with a view to promote positive behaviours. Behaviour itself is not a Special Educational Need/Disability but at St Peters we recognise children's behaviours as a form of communication. We understand that regular disruptive, challenging or unwanted behaviours may be an indicator of undiagnosed Special Educational Needs/Disability such as a Social, Emotional, Mental Health (SEMH) difficulty.

As a school the headteacher, SENDCo and all stakeholders are expected to make Reasonable adjustments which take all aspects of the child's needs and support into consideration. The school strives to ensure that behaviours are not repeated and will use their best endeavours to find solutions to any difficulties a pupil may be having. This is done through parental partnership and seeking advice from the expertise within the school (SENDCo - Mrs N Fraser), St Thomas Aquinas CMAT (Educational Psychologist - Joe Dawson) or external agencies (health and medical professionals). Therefore, there may be variances in the application of this behaviour policy, and this is down to the discretion of the headteacher and Senior Leadership Team.

### **BEHAVIOUR OF PARENTS, CARERS AND VISITORS**

To support a peaceful and safe school environment, the school wishes all adults on site to model acceptable behaviours. It is unacceptable for parents, carers and visitors to exhibit the following:

Using rude or offensive language, making malicious comments and/or displaying intimidating/threatening behaviours.

Prejudiced behaviours including racist or sexist conduct.

Posting untrue or offensive comments about the school or staff on public forums.

Approaching another parent's child - please bring any behaviour incidents to a member of staff's attention.

Smoking and consumption of alcohol or other drugs.

Bringing dogs onto the school playground (other than a dog needed by a person with a specific supportive requirement).

Cycling or scooting on the school playground (they must be pushed on and off).

This policy is a working document and as such will be reviewed, amended and revised in the light of Government legislation, teacher experience and evaluation.