

---

# Behaviour Policy

---

Ardleigh Green  
Junior School

---

September 2016

---



## **Purpose of the Policy**

This policy provides a framework for creating a happy, secure and orderly environment in which children can learn and develop as caring and responsible people. It is written for the benefit of all members of the school community, to allow everyone to understand the policy of the school and to apply it consistently and fairly.

## **Aims of the Policy**

- To treat everyone, regardless of gender, social or cultural background, race or religion as being of equal value
- To encourage a calm, purposeful and happy atmosphere within the school
- To foster positive, caring attitudes towards everyone where achievements at all levels are acknowledged and valued
- To encourage increasing independence and self-discipline so that each child learns to accept responsibility for his/her own behaviour
- To set clear boundaries of acceptable behaviour
- To help children, staff and parents have a clear and consistent understanding of acceptable behaviour in our school

## **Children's responsibilities are to: -**

- Work to the best of their abilities and allow others to do the same
- Treat others with respect
- Obey the instructions of all staff
- Take care of property and the environment in and out of school
- Co-operate with other children and adults

## **Staff responsibilities are to: -**

- Treat all children fairly and with respect
- Raise children's self-esteem and develop their full potential
- Provide a challenging, interesting and relevant curriculum
- Create a safe and pleasant environment both physically and emotionally
- Use rules and sanctions clearly and consistently
- Be a good role model
- Form good relationships with parents so that all children can see that the key adults in their lives share a common aim
- Recognise each child as an individual and be aware of their special needs

## **Parents' responsibilities are to: -**

- Make children aware of appropriate behaviour in all situations
- Encourage independence and self-discipline
- Show an interest in all that their child does in school
- Foster good relationships with the school
- Support the school in the implementation of this policy
- Be aware of the school rules and expectations



## How do we encourage good behaviour?

“ We catch children doing things right! We treat others as we would want to be treated ourselves.” *Year 6 pupil*

1. We make clear our expectations of good behaviour through Classroom Behaviour Plans, playground rules and canteen rules. Our expectations are reinforced through Assemblies and PSHE lessons
2. We discourage unsociable behaviour by promoting mutual respect through day-to-day contact with the children and through our daily assemblies.
3. We encourage children to take responsibility for their own actions and behaviour.
4. We praise good behaviour at every opportunity and thus establish and reinforce the standard of our expectations in terms of such behaviour.

## How do we deal with misbehaviour?

All classes have a Classroom Behaviour Plan in place, as well as this there are rules for the playground and the canteen, which have been drawn up by the children. Part of the Classroom Plan outlines “Consequences” if a child fails to follow the rules. If children misbehave the member of staff will always give the child an opportunity to discuss the incident. Children are encouraged to go to a member of staff and report an incident rather than attempt to deal with it themselves. We encourage children at all times to take responsibility for their own actions and behaviour and to think about the consequences of their actions.

Close contact with parents is essential, particularly in the case of children who persistently misbehave. Parents need to be aware that their child is failing to follow the school rules and this should be done at an early stage – parents should not hear through another parent that their child is misbehaving. It may be necessary at times to meet with a parent every day or every week to deal with a difficult problem. In such cases it is important to report good behaviour as well as bad.

## Bullying

At Ardleigh Green Junior School we define bullying as:

**“Any persistent behaviour which deliberately hurts, frightens or upsets another person.”  
It therefore follows that bullying can be physical or verbal.”**

Our children are made aware that as a school we do not tolerate any child making another child’s life unhappy and they are encouraged to discuss any concerns or worries as it arises with an adult.



On the rare occasions that bullying is reported, such reports are always taken seriously. Action is taken appropriate to the outcome of any investigation and if after a reprimand and warning from the Headteacher bullying persists, parents of the children involved are spoken to. Sanctions include the loss of privileges, missing playtimes, or being sent home for lunch. If despite the implementation of these sanctions bullying persists, then the child concerned may be excluded from school in accordance with L.A. exclusion procedures.

Our Anti Bullying Policy, "Don't Be A Bully Be A Buddy," written by children for children, is issued to all new parents and is published as our Anti Bullying Charter in our Homework Diary. A statement regarding our expectations regarding behaviour and our Anti Bullying Policy is contained in our school brochure.

## **Course of Action following the report of an alleged case of bullying at Ardleigh Green Junior School.**

- Teacher informed regarding alleged act of bullying either by a child or parent.
- Teacher informs Headteacher
- Victim interviewed and course of action decided. (It is important that the victim is fully involved in deciding the future course of action and not made to feel frightened or intimidated) This will take place as soon as possible after a case of bullying is reported.
- Allegations investigated.
- Situation monitored.
- Parents contacted as appropriate
- Sanctions implemented as appropriate.

The importance of showing Care Concern and Consideration towards others and the impact of bullying on other children regularly forms the basis of Assemblies, Class Discussions and PSHE lessons.

## **Racial and Sexual Discrimination and Harassment**

We believe everyone should be treated with respect and courtesy. Consideration should be given to other people, their feelings and their opinions. There is no place for discrimination or harassment on the basis of gender, ethnic origin, culture or religion in our school. Racist incidents may come in many forms, e.g. children refusing to sit next to or partner a child.

We recognise that young children innocently use the colour of a child's skin as a way of identifying a child to someone else. We must encourage and support children to develop non-discriminatory attitudes. We will, therefore, develop a wider understanding of religious and cultural differences through social situations and through the curriculum.

As with bullying, all reports of harassment or discrimination are taken seriously and reported to the head teacher who investigates the problem. Children need to feel that the adults around them will support them and deal with the problem.



## **Resolving Conflict:**

Where there is conflict each child is given the opportunity to explain his or her side of the story without interruption. The other children involved have to listen and wait their turn. They are encouraged to maintain eye contact.

### **Each child has a turn to say: -**

- What the others have done to upset them
- How they feel about it
- How they would like them to behave in the future

No one is allowed to interrupt or argue.

The role of the adult is to ensure that each child has a "fair" hearing and hopefully discover the truth. If the children cannot resolve the conflict after a reasonable time then the adult must decide on the appropriate action to take.

Without clear evidence from another adult it is sometimes impossible to resolve a situation. Children have to understand that the adults cannot take sides or believe one child's story over another.

## **Monitoring and Review**

The head teacher records all incidents of racism or bullying and keeps a record of any pupil who is suspended for a fixed-term, or who is permanently excluded. It is the responsibility of the governing body to monitor the rate of suspensions and exclusions, and to ensure that the school policy is administered fairly and consistently.

The governing body regularly reviews this policy especially in the light of the introduction of government regulations, or if the governing body receives recommendations on how the policy might be improved. The head teacher monitors the effectiveness of this policy on a regular basis. He also reports to the governing body on the effectiveness of the policy and, if necessary, makes recommendations for further improvements. The policy is considered annually by the Learning and Achievement Sub Committee.



## Appendix 1

### Example of negotiated Classroom Rules.

(Agreed after discussion with the classteacher during the first week of the Autumn Term)

#### Classroom Rules

##### In our class we will:

- Always try our best
- Use kind actions and words
- Keep our hands and feet to ourselves
- Always listen carefully and do what is asked
- Look after our classroom and keep it tidy
- Always walk in school

##### If we keep the rules, we will -

- Get praise
- Get a smiley face
- Get a sticker
- Show good work to another adult

##### If we don't manage to keep the rules, we will -

- 1st time - Get a warning
- 2nd time - Stay behind in class for 2 minutes
- 3rd time - Sit alone for 5 minutes
- 4th time - See Mr Morris
- 5th time - Our teacher will see our parents



## Appendix 2 Playground Rules (*Written by children for children.*)

In our playground we:

- **Treat others as we would like to be treated yourself**
- **Play fairly**
- **Keep a special eye out for anyone who isn't happy**
- **Remember the three C's: Care, Concern and Consideration**
- **Remember to "Keep In Step." Sorry, Thank You, Excuse me, Please.**

## Reminders from the School Council

- **Only play football on the football pitches and then only when it is your turn to do so.**
- **If you are allowed to eat your packed lunch outside please do so sitting down!**
- **Remember to put all litter and fruit in the bins provided**
- **Always keep your feet to yourself**
- **Only use skipping ropes for skipping**
- **Never call other people unkind names**
- **Always use the toilets properly**
- **Always use the water fountains properly**
- **Look after our school**
- **If you need to go into school you must always ask a teacher**
- **If someone hurts you tell a member of staff**
- **When the whistle blows at the end of play stand still**
- **Always walk when it is time to go to your class**
- 

**"Take pride in your school and your school will take pride in you."**