



Westfield Primary School

BEHAVIOUR POLICY

Both staff and pupil wellbeing have been considered in the review of this policy. January 2023

Introduction

Teaching positive behaviour

It is important for all students at Westfield Primary to have the opportunity to develop independent learning and organisation skills and to develop a positive self-image and appropriate self-esteem. All children are given the opportunities to learn motivation, reflection and emotional management skills to help them achieve this. By attending fully, co-operating with adults and collaborating with other students, the school encourages sociability, empathy, respect for others and a sense of belonging to a community.

These skills are taught throughout the school day by staff who model these skills and abilities and set appropriate boundaries for student behaviour, while also showing empathy and understanding. Members of staff listen to children and show understanding and respect to everyone in the school community. They provide feedback in an informative way to students and use positive consequences, or rewards, to encourage the learning of appropriate behaviour. Staff will also use negative consequences, or sanctions, to discourage the learning of inappropriate behaviour and to teach core skills.

Students

Students at Westfield have a responsibility to try hard and to be kind and considerate to all staff and other students. This means listening to adults and students in school and stopping to think before acting, in classrooms, corridors and around the school site.

Staff

Staff at Westfield treat all students fairly and with respect to help all students to develop their full potential. They provide a challenging, interesting and relevant curriculum and create a safe and pleasant working environment, both physically and emotionally. To make and develop good relationships, staff use positive and negative consequences consistently and are good role models that they can form positive relationships with parent and students. Staff recognise and value the strengths of all students and offer a framework for teaching the personal, social and emotional skills.



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Aims of the Policy

Our school believes that a high standard of behaviour is essential to the spiritual, moral, social, cultural, academic and physical development of the children. We aim:

- To apply guidelines for appropriate behaviour consistently throughout the school with the support of parents and all staff. Restorative practice is used in order that pupils become aware of the impact of their actions on others and have opportunities to 'make it right'.
- To deal with misbehaviour fairly and consistently throughout the school, with a system of counselling when the need arises, by class teacher, adult in charge, Deputy head or Head teacher.
- To emphasise the importance of good behaviour and recognise and reward pupils consistently throughout the school.
- To recognise the importance of good classroom management and high expectation of pupils in maintaining appropriate behaviour.
- To take seriously its responsibility to provide personal and social education for all pupils, including those with special needs, in addition to fulfilling their entitlement to the National Curriculum.
- To support all pupils, regardless of race, gender, creed or disability, in a similar and consistent manner.
- The school has always enjoyed close working relationships with parents and will continue to communicate with them in an honest and genuine way, to celebrate success as well as consult over difficulties.



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To achieve this, we will:

- Co-operate with each other in a caring ethos.
- Encourage children to behave in a responsible manner.
- Promote good manners, consideration and respect for others at all times.
- Provide a challenging, stimulating and enjoyable environment where all the children feel valued.
- Promote honesty, trust and fairness.
- Promote respect for property, the environment and for themselves.
- Encourage the children to be responsible for their own actions.
- Assist children in developing their understanding of right and wrong.
- Recognise each child as a unique individual.

We consider positive behaviour to be:

- Demonstrating kindness
- Sharing with each other
- Understanding and having regard for the fact that we are all different
- Helping peers and adults
- Showing a lively interest in their work and the life of the school
- Caring for our property, our friends' property and the school environment
- Displaying good manners and showing respect to everyone in school including children, teachers, other school staff, parents and visitors.

How we encourage positive behaviour

Any system could be seen with both a positive and negative spin and we strongly believe that the positive relationships staff build with pupils on a daily basis are key to supporting behaviours in children. The majority of our children are extremely well behaved, and we would want to continue to celebrate this through the many positive strategies we have in place.

Our school expects that all adults will set a good example through courtesy, consideration and encouragement.

We aim to promote active involvement in the many aspects of school life.

We aim to maintain good channels of communication and provide a welcoming environment.

The whole school curriculum supports and encourages the spiritual, moral, cultural and physical development of children.



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Children are actively involved in making decisions about their own behaviour through class and school discussions. They will have opportunities to act independently.

Expectations to encourage positive behaviour

- Come into assembly 'quietly' and sit showing good listening behaviour
- Walk around the school to avoid accidents
- Put up your hand when answering questions
- Keep the classroom and cloakrooms tidy
- Say 'please' and 'thank you'
- Hold doors open for others
- Put things away in their proper place
- Be helpful to visitors

Rewarding good behaviour

Our school believes that children should be rewarded on an individual, class and whole school level to promote identified areas of positive behaviour and good citizenship.

- Individuals will be rewarded for demonstrating acts of positive behaviour and these are encouraged using house points and right choice raffle tickets (KS2).
- House points are awarded for positive behaviours, attitude and work ethic. Points are totalled on a weekly basis and shared with children. The winning house enjoys a house party each term.
- Individuals in EYFS, Key stage 1 and 2 are recognised in sharing assembly each week with achievement awards.
- EYFS and Key Stage 1 – Always award – the Always award will be awarded at the end of every half term. This recognises the achievement of one pupil per class who is chosen by their class teacher for consistently making the right choice. Pupils will be given a laminated certificate.
- Key Stage 2 – “Right Choice Reward” – Pupils who behave well and therefore “make the right choice” and whose behaviour is noticed by adults in school will be given a ticket which they enter into a class box. Pupils can accumulate tickets throughout the half term and at the end of each half term, one ticket will be taken at random from each class box. Those children will then receive a significant reward, which could include a voucher, school visit to the cinema etc. Parents will be notified and permission gained for any school visits.
- The school will also keep a record of the number of tickets each child receives throughout the term and those pupils who have displayed a level of exceptional behaviour will receive a letter of commendation from the head teacher.



- Class teachers, teaching assistants and lunchtime supervisors are encouraged to value children's efforts regularly and for everyone to use the same reward system.
- In EYFS and KS1 there are achievement awards which are given to the younger children weekly.
- Head Teacher Reward postcards are sent to child's home address in circumstances of exceptional behaviour.

Misbehaviour

There may be occasions when action is needed to rectify/respond to misbehaviour. The severity of the response will be dependent on the seriousness of the misbehaviour, the individual child, frequency of the misbehaviour and the circumstances involved.

To work satisfactorily, sanctions must reflect a clear distinction between minor and more serious behaviour. As an inclusive school, we recognise the need in certain circumstances to modify sanctions for SEND or the most vulnerable pupils. In addition, we recognise that some behaviours are linked to mental health issues and respond appropriately.

Minor Incidents

Pupils in KS1 and KS2 follow the school's Behaviour Management System to deal with the majority of minor classroom incidents. This is discussed with pupils at the beginning of the year. There is a range of sanctions to be used at the teacher's discretion:

- Misbehaviour ignored but attention is drawn to another child who is behaving well
- A 'telling' glance
- A verbal reminder/rebuke
- A quiet word to one side to point out unacceptable behaviour and suggestions on how to improve it.
- Isolate child within the classroom area
- Child to correct a wrong doing (e.g. tidy up mess)
- Class reminded of expectations
- Restorative practice
- Time out- pupil is told to stand at the edge of the playground, supervised by breaktime teacher but not involved in break activities.



Westfield Card System

When children display behaviours that slip below our expectations they are issued with a warning and a reminder of the expectations. If the behaviour continues, they will receive a yellow card and explain the reason for the card being issued. If children display high level unacceptable behaviours they are issued with a red card. This includes: violence to others, verbal abuse, swearing, malicious taunts (racist, homophobic, sexualised language or based on religious belief), deliberate and substantial damage to property.

Stepped Approach

- STEP 1 - Warning
- STEP 2 - Yellow card given - *"I am disappointed because...."* To be placed in a box on either Head/Deputy Head's desk. Monitored by the Deputy Head on Friday, who chats with the child when deemed necessary and adds slips to tracker.
- STEP 3 - Red card. The slip goes home and is signed by parents. It is recorded on CPOMS. If a child receives 2 in a half term, parents are invited for an informal meeting with the class teacher. If deemed appropriate, the child may be monitored at lunchtime or playground targets set and monitored.
- STEP 4 - If the behaviour continues, parents are invited in to a meeting with the an SLT member.
- STEP 5 - If the behaviour is still unsatisfactory parents are invited to a meeting with the Headteacher and Deputy Head.

If children do not receive a yellow or red card all term they are invited to a special event in school. They will also be entered in a prize draw to receive a reward.

Formal sanctions for serious acts of misbehaviour, persistent low-level behaviour which may be used following a Red Card might include:

- See restorative practice policy which underpins our approach.
- Headteacher informed of concerns and child is counselled by Deputy Head/Headteacher/Inclusion manager re anger management



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- Child may be placed 'on report' and targets are identified as appropriate. Positive behaviour is rewarded at every opportunity.
- Involvement of behaviour support agencies as deemed necessary
- Use of warning of consequences should behaviour continue in the classroom scenario
- Removal of pupil to room where they are supervised-Internal exclusion where they are completing appropriate work but not in contact with peers. This is so that quality teaching and learning can take place for the rest of the class.
- Individual behaviour plan agreed with pupil and parents put in place
- Use of time out room for specific short time period and 'cooling off'.
- Exclusion – fixed term or permanent
- Exclusions from school. This is a major step in the school life of a child and although it may provide a cooling off period, careful consideration will be given the reasons to support exclusion from the curriculum. DFE guidance and East Riding guidelines will be followed.

The following acts of misbehaviour are seen as totally unacceptable and will be dealt with accordingly. The school reserves the right to make a judgement on the severity of the behaviour as to the most appropriate sanction. Whereas the school will always look to finding solutions within the school environment; there may be times when a fixed term or permanent exclusion will be applied particularly if there is concern regarding the safety and welfare of other children and adults in the school.

1. Significant or persistent violent aggressive acts (physical) -peers or adults
2. Significant or persistent aggressive threats/language (verbal) - peers or adults
3. Significant or persistent inappropriate language to peers/adults
4. Wilful damage to school/pupils' property
5. Inappropriate touching of adult-sexual behaviour
6. Stealing
7. Actions which may cause damage to others
8. Constant and significant disruption to class/teacher
9. Significant or persistent racist comments
10. Bullying- extreme cases

The school has an anti-bullying policy and this approach is regularly reinforced through assemblies and P.S.C.H.E.

On report

According to the age of the child in question and the reason for them being placed on 'report', a behaviour monitoring card will be used as appropriate (Appendix 2).



The child may be placed on report to encourage positive behaviour in the playground. The report card will be signed after each break by the member of staff on duty and at lunchtimes by the Senior midday supervisor on the playground.

A child may be placed on report encourage to positive behaviour in the classroom. The class teacher will sign at the end of each teaching session.

The Headteacher/Deputy Headteacher/Inclusion manager will monitor these report cards and rewards will be given to the child in the form of praise, house points and stickers. Parents will be encouraged to endorse this card. This card is sent home daily to keep parents informed.

Liaison with outside agencies may be necessary in some cases. This will involve consultation with Learning and Behaviour Support Educational Psychologists etc.

All Westfield staff have been trained in and follow restorative practice.

Behaviour Monitoring

Class teachers will record Red Card behaviour incidents on the school CPOMs system. These may also will include significant incidents, where parents have been informed or persistent low-level instances where staff feel a pattern may be emerging.

School Powers to Search and Screen Pupils

Headteachers and staff they authorise have a statutory power to search a pupil or their possessions where they have reasonable grounds to suspect that the pupil may have a prohibited item (listed below) or any other item that the school rules identify as an item which may be searched for.

Prohibited items include:

- knives or weapons;
- alcohol;
- illegal drugs;
- stolen items;
- tobacco and cigarette papers;



- fireworks;
- pornographic images;
- any article that a member of staff reasonably suspects has been, or is likely to be, used to commit an offence or injure a person or damage property; and
- any item which a school policy specifies as banned and able to be searched for.

Being in possession of a prohibited item – especially knives, weapons, illegal drugs or stolen items – may mean that the pupil is involved, or at risk of being involved, in anti-social or criminal behaviour including gang involvement, and in some cases may be involved in child criminal exploitation. A search may play a vital role in identifying pupils who may benefit from early help or a referral to the **local authority** children’s social care services.

Only the headteacher, or a member of staff authorised by the headteacher, can carry out a search. The headteacher can authorise individual members of staff to search for specific items, or all items set out in the school’s behaviour policy.

Behaviour and Conduct Outside of the School Grounds

The school strives to ensure that our students are able to translate our set of behaviour standards outside of the confines of the school gates. We recognise that teachers have a statutory power to discipline pupils for misbehaving outside of the school premises. Section 89(5) of the Education and Inspections Act 2006 gives head teachers a specific statutory power to regulate pupils’ behaviour in these circumstances “to such extent as is reasonable.”

All non-criminal and bullying behaviour outside of the school gates which is witnessed by a member of staff will initiate a consistent approach which adheres to our agreed set of consequences. A teacher may initiate such consequences when the student is:

- taking part in any school-organised or school-related activity;
- travelling to or from school;
- wearing the school uniform;
- in some other way identifiable as a pupil at the school;



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- misbehaviour at any time, whether or not the conditions above apply, that could have repercussions for the orderly running of the school or poses a threat to another pupil or member of our community.



Appendix 1

Westfield's Card Behaviour System

Yellow Card 'I am disappointed'

Name _____ Year Group _____

I am disappointed that, having given you a verbal warning, you...

CONSEQUENCE: _____

I received a yellow card during:


	Lessons		Break		Lunchtime		Before/ after school club
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Issued by _____ Date _____

Seen by class teacher Uploaded onto the tracker



Red Card



Name:	Class Teacher:	Year
Today I received a RED Card for:		
CONSEQUENCE:		
Issued by:		Date
I confirm that I have discussed this card with my child.		
Parent Signature:		Date
Please return to school within two days		



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Appendix 2

NAME: A. Pupil MONTH: March YEAR: 2019

Target

Play appropriately to avoid hurting any other child

	MON: _	TUES: _____	WED: _	THURS: _	FRI: _
LESSON					
BREAK					
LESSON					
LUNC					
LESSON					
BREAK					
LESSON					