

Marwood School – Behaviour and Anti-Bullying Policy

**Adopted by Full Governing Body – 24th Jan 2018
(Reviewed by TMB Nov 2017)**

Our rights and responsibilities statement is central to our Behaviour policy and it is equally as relevant to staff as it is to pupils.

The Behaviour policy must be reflected in the actions and attitudes of all staff and pupils.

The emphasis is on high expectations and positive reinforcement.

Rights and Responsibilities in our School

Rights

- Everyone has the right to be secure and valued.
- Everyone has the right to courtesy and respect.
- Everyone has the right to work in a calm, orderly environment.
- Everyone has the right to expect others to care for property and the environment.

Responsibilities

- Everyone is responsible for their own behaviour.
- Everyone is responsible for creating and maintaining a secure, caring environment where people feel safe, valued and respected.
- Everyone is responsible for the care of property and the environment.

School Rules

1. Work hard
2. Be responsible for your own behaviour
3. Care for each other
4. Care for school property and the environment
5. Show good manners
6. Follow instructions from adults in school

Code of Conduct

Pupils are expected to:

- Look after school property and keep it tidy.
- Walk sensibly around the building.
- Be considerate and polite to other people.
- Work hard and do their best at all times.
- Take pride in their achievements and in the achievements of others.
- Be proud of belonging to the school and be seen as a good advertisement in the local community.

Positive Reinforcement of Acceptable Behaviour

The following methods should be used to positively reinforce acceptable behaviour:

1. Recognition and Praise

Staff should ensure that they recognise good behaviour and offer praise where it is due. They should be aware of the 'Good Job' syndrome where mediocrity is rewarded with unwarranted praise.

2. Smiley faces, stamps, stars or stickers as appropriate

These may be awarded for good behaviour or work, and for reinforcing all aspects of acceptable behaviour as laid down in the code of conduct.

If awarded for work, the member of staff will draw a star on the pupil's work. The pupil will collect a sticker and place it on their chart. The star will be circled / ticked to show it has been collected. One complete chart of stickers (20) earns a Bronze certificate in a Celebration Assembly (usually Friday.) See table below:

Stickers	Certificate
20	Bronze
60	Silver
100	Gold
140	Super Gold
200	Platinum
300	Diamond
500	Headteacher's

Stickers can be awarded by any member of staff at any time during the school day.

3. First Out

Child or group of children who show the most appropriate or correct behaviour to be first out at playtime or at the end of assembly / sessions or from the lunch hall.

4. Encouragement Certificates / Postcards

These may be awarded by staff and sent / posted home.

5. Star of the Week

Each class chooses two children to be awarded a certificate in the celebration assembly (Friday). The staff member in the assembly should tell the assembly what the child has done to receive the award.

6. Marbles / sweets in a jar / peg chart

This and similar initiatives can be operated on an individual class basis. When the children are well behaved they are rewarded by seeing extra marbles put into the jar. Equally if they are not showing the correct behaviour then marbles may be removed from the jar. This visual representation helps focus children on working towards a common goal for a 'common' reward'. This is particularly effective when working towards a whole class target or reward, such as Golden Time.

Sanctions for Unacceptable Behaviour

There will be a small number of children who, for a variety of reasons and in a variety of circumstances, will find it difficult to accept the Rights and Responsibilities statement on which the Code of Conduct and School Rules are founded. Every effort will be made through positive encouragement to enable these children to behave appropriately. It may, however, be necessary to impose sanctions to encourage reflection and bring about behaviour and attitude modification.

For some children on the SEN register there may be Individual Behaviour Plans and alternative approaches. Staff should check with Corinne Lethaby (SENCO) for the latest guidance and seek her advice with regard to setting up an Individual Behaviour Plan for a child. There are termly meetings to discuss this, or staff can make an appointment as necessary.

Marwood School also offers strategies such as the 'Anger Pack' or 'Thrive' to enable children to reach the level of emotional maturity to respect rules and enjoy an inclusive education.

Sanctions

Staff should challenge children whose behaviour is unacceptable. A clear message is given to the child outlining what is expected from them. (Explain the task required and say thank you. It implies that they have already done it, rather than 'please' which gives them a choice. Where possible do this unobtrusively.)

If further challenges are required, make it clear to the child that they could make better choices and that there will be consequences and sanctions should they continue to misbehave. Including loss of playtime – see below.

In the event that a child continues to disrupt / behave in an unacceptable manner they need to be isolated within the room. Make it clear that this sanction is due to their behaviour and after an appropriate period a return to the child's usual place should be agreed. Isolation should not be longer than a normal teaching session.

If a child continually has to be isolated the teacher should keep a record of the number of occasions and discuss it with the SENCO and headteacher. Parents should be informed.

If the child continues to disrupt / behave in an unacceptable manner they need to be removed to another classroom. The sending teacher must confirm with the receiving teacher the reasons and send any necessary work or reading for the child to complete. The receiving teacher should not enter into negotiation with the child and should teach their class as normal. A record should be made in the conduct log in the headteacher's office and parents should be informed.

Sanctions

Loss of playtimes and Think Sheets– Children to complete unfinished work and / or complete a 'Think' sheet to reflect on their behaviour.

The 'Think' sheet is an opportunity to reflect on what happened and how the child could have acted differently in that situation. The sheets are filed in the head teacher's office and reviewed. If a child keeps getting 'Think' sheets then the processes below are put in place and parents informed.

Copies of the 'Think' Sheets are in the appendices of this policy.

In the event of a serious breach of the school rules involving assault, foul and abusive language or defiance, the member of staff should take the child to the headteacher or senior member of staff (Or send for them).

The senior member of staff will give the child time to calm down and then discuss their actions and how they could have made different choices and make an entry into the conduct log.

For repeated occurrences, the child may go onto a daily report, with a strong emphasis on recording the child's positive, productive behaviour. Parents will be informed by letter and invited to review their child's behaviour and progress and add their comments to the daily report sheet, a copy of which will be sent home each day.

Pupils leaving site without permission.

The following steps should be taken:

1. Staff should check if the child is elsewhere onsite, and then notify the headteacher or senior member of staff immediately.
2. Phone parents and contact police.
3. Enter incident in conduct log.
4. Headteacher / senior member of staff will follow up the incident.

Personal Intervention Programmes and Strategies (PIPS)

Staff undertook 6 hours of training in January 2014 with Anthony Boulton from Babcock Behaviour Support. The PIPS techniques work to resolve conflict and build effective relationships when physical restraint is used to prevent injury to children or staff. Staff should work together to support each other if the use of these techniques is necessary.

Fixed Term Exclusion

In the event that a pupil's attitude and behaviour continue to disrupt learning or cause harm, despite all of the interventions listed above, the headteacher will follow the Devon Local Authority fixed term exclusion policy.

March 2014 – If a member of staff has been hit by a child it should be reported to either the headteacher or senior teacher as a 'physical assault'. This will then be recorded in the appropriate way for a fixed term exclusion.

Permanent Exclusion

In the event that none of the above interventions has an effect on the pupil's attitude and behaviour and the learning and safety of children at Marwood School is being endangered then the headteacher will instigate formal permanent exclusion (or seek a managed move) following the Devon Local Authority exclusion policy.

Anti-Bullying

What is bullying?

Bullying is characterised by repeated, intentional and uninvited behaviour.

It can be physical, verbal or emotional, involving physical injury, threats and intimidation, teasing and name calling.

<http://www.childline.org.uk/Explore/Bullying/Pages/Bullying.aspx>

These are some ways children and young people have described bullying:

- Being called names
- Being teased
- Being pushed or pulled about
- Having money and other possessions taken or messed about with
- Having rumours spread about you
- Being ignored and left out
- Being hit, kicked or physically hurt in any way
- Being threatened or intimidated

Bullying can also be part of other forms of abuse including neglect and emotional, physical and sexual abuse. Staff have a legal duty to report such abuse and must follow the procedures in the Marwood School Safeguarding Policy.

Bullying is not tolerated at Marwood School.

The procedures for dealing with bullying follow the sanctions procedures listed in the behaviour policy above, with the additions that:

- Children are told when their behaviour might be characterised as bullying (based on the above descriptors) and that they are not keeping to the code of conduct at Marwood School.
- The headteacher or senior member of staff must be informed and a record made in the conduct log.
- The child being bullied is reassured that it is not their fault and that measures are being taken to stop it happening again.
- Parents of both parties are contacted to assure them that the school is working to find a resolution and, where appropriate change behaviours.

How Marwood School works to prevent bullying

The school educates children to treat each other with respect and what to do about bullying in the following ways;

- Through Social and Emotional Aspects of Learning (SEAL) with assemblies and classwork throughout the year based on; feelings and relationships, personal safety, lifestyle and culture, growing up, conflict resolution and peer pressure.
- Through the use of the SEAL Anti-Bullying theme – Spring term each year. With the message:
Bullying can happen to anyone at any age. Being bullied at school, home or online might involve someone pushing you, hitting you, teasing you, talking about you, or calling you names. No one has the right to hurt you or make you feel bad, and if you are being bullied you don't have to put up with it; you can talk to someone about it.
- Life Education Caravan – the expertise of the educator in age appropriate sessions with an opportunity for parents to find out more.
- Modelling – staff model appropriate behaviour.
- Working with the school council to improve breaktimes and school facilities for children.
- Childline posters displayed around school.
- Effective sharing and understanding of the school rules.
- Intervention programmes – Thrive – Anger pack.

Cyber- bullying and Online Safety

Children are educated in appropriate behaviour and how to protect themselves when using ICT, this teaching is embedded across the curriculum. Children follow the appropriate ICT and internet use policy. Parents and children are informed about www.thinkyouknow.co.uk and the Child Exploitation and Online Protection Agency (CEOP).

There is an important link here to the Safeguarding policy and staff need to be aware of the potential for abuse.

Equality

The school has a policy on equality which notes the predominantly white Christian nature of the school population.

In terms of behaviour and discipline we educate that injustice and prejudice are not tolerated. In practical terms staff and children must be alert to our children's use of derogatory language, be it racist, homophobic or referring to disability and to the bullying of people because of their differences. Racist bullying must be reported to the headteacher and a separate report filed with Devon Local Authority. See <http://www.devon.gov.uk/cyps-prejudicerelatedbullying2010-web.pdf>

NAME: _____

DATE: _____

THINK

What happened?

Who was involved?

When did it happen?

How did you feel?



How do you feel now?



What should you have done?

What next?

Key Stage 2 Think Sheet

Name: _____

The inappropriate behaviour I displayed was _____

When it happened _____

Why it happened _____

I chose to ignore the following positive character traits:

Cooperation	Which traits would have helped you to avoid the situation?
Respect	
Following Rules	
Caring	What will you choose to do next time?
Honesty	
Responsibility	
Dependability	
Understanding	
Helpfulness	

What should the consequences of the actions be? _____

Describe what you will do to show good character from now on? (Use the positive character traits from above.)



Signed _____ Date _____

This sheet to be kept on record in Think Sheet File - It can be shared with the child's parents as part of a parent consultation or meeting