



Winbury School
Bray, Berkshire

Behaviour and Discipline Policy

Aims and Expectations

It is a primary aim of Winbury School that every member of the school community feels valued and respected, and that each person is treated fairly and well. We are a caring community, whose values are built on mutual trust and respect for all. The school behaviour policy is therefore designed to support the way in which all members of the school can live and work together in a supportive way. It aims to promote an environment where everyone feels happy, safe and secure.

Winbury School has a number of school rules, but the primary aim of the behaviour policy is not a system to enforce rules. It is a means of promoting good relationships, so that people can work together with the common purpose of helping everyone to learn. This policy supports the school community in aiming to allow everyone to work together in an effective and considerate way. Winbury School does not under any circumstances employ any form of corporal punishment.

We expect every member of the school community to behave in a considerate way towards others.

We treat all children fairly and apply this behaviour policy in a consistent way.

This policy aims to help our children to grow in a safe and secure environment, and to become positive, responsible and increasingly independent members of the school community.

We reward good behaviour as we believe that this will develop an ethos of kindness and co-operation. This policy is designed to promote good behaviour, rather than merely deter anti-social behaviour.

Rewards and Punishments

At Winbury, we praise and reward children for good behaviour in a variety of ways:

- teachers congratulate children;
- teachers give children house points;
- each week, in assembly, we nominate a child from each class to receive a merit badge;
- each week, in assembly, we nominate a child from each class to receive a good behaviour certificate;
- each week, in assembly, we nominate a child to receive the Head Teacher's sticker;
- we distribute house points to children either for consistent good work or behaviour, or to acknowledge outstanding effort or acts of kindness in school. These are recorded in each classroom;
- all classes have an opportunity to lead Friday assembly where they are able to show examples of their recent work.
- In Kindergarten, the teacher chooses a different helper each day;



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- Throughout the school, we have introduced 'The Winbury Way' which is a set of values in common to encourage positive behaviour and thinking. Children are rewarded with Golden Time.

Staff employ a number of sanctions to enforce the school values and to ensure a safe and positive learning environment. We employ each sanction appropriately to each individual situation and the children enjoy Golden Time at the end of each week. This may be taken away if warnings about unacceptable behaviour are not heeded.

We expect children to listen carefully to instructions in lessons. If they do not do so, we ask them either to move to a place nearer the teacher, or to sit on their own.

We expect children to try their best in all activities. If they do not do so, we may ask them to redo a task.

If a child is disruptive in class, the teacher might reprimand him or her. If a child misbehaves repeatedly, we isolate the child from the rest of the class until he or she calms down, and is in a position to work sensibly again with others.

The safety of the children is paramount in all situations. If a child's behaviour endangers the safety of others, the class teacher stops the activity and prevents the child from taking part for the rest of that session.

If a child threatens, hurts or bullies another pupil, the class teacher records the incident reports to the Head Teacher. If a child repeatedly acts in a way that disrupts or upsets others, the school contacts the child's parents in order to discuss the situation, with a view to improving the behaviour of the child. See the anti-bullying policy.

Each class teacher discusses the school rules and values with each class. The Winbury Way is displayed on the wall of the classroom. In this way, every child in the school knows the standard of behaviour that we expect in our school. If there are incidents of anti-social behaviour, the class teacher discusses these with the whole class during 'Circle Time'.

At Winbury, we aim to give children non-aggressive strategies to enable them to stand up for themselves so that adults and children listen to them. They need to be given opportunities to release their feelings more creatively and these are discussed and included in lessons such as art, drama, music, literacy, PSHE and Circle Time.

The school does not tolerate bullying of any kind. If we discover that an act of bullying or intimidation has taken place, or one is reported, we act immediately to stop any further occurrences of such behaviour. We do everything in our power to ensure that all children attend school free from fear. See the anti-bullying policy.

All members of staff are aware of the regulations regarding the use of force by teachers, as set out in DFEE Circular 10/98, relating to section 550A of the Education Act 1996: *The Use of Force to Control or Restrain Pupils*. Teachers in our school only intervene physically to restrain children or to prevent injury to a child, or if a child is in danger of hurting him/herself. The actions that we take are in line with government guidelines on the restraint of children and are listed in our Home/School agreement and the staff handbook.



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The role of the Class Teacher

It is the responsibility of the Class Teacher to ensure that the school rules are upheld in their class, and that their class behaves in a responsible manner at all times.

The class teachers at Winbury have high expectations of the children in terms of behaviour, and they strive to ensure that all children work to the best of their ability.

The Class Teacher treats each child fairly and enforces the classroom code consistently. The teacher treats all children in their class with respect and understanding.

If a child misbehaves repeatedly in class, the Class Teacher keeps a record of all such incidents. In the first instance, the Class Teacher deals with incidents him/herself in the normal manner. However, if misbehaviour continues, the Class Teacher seeks help and advice from the Head Teacher.

The Class Teacher reports to parents about the progress of each child in their class and, if there are any concerns, the Class Teacher may also contact the parent about the behaviour or welfare of their child, after speaking with the Head Teacher.

The role of the Head Teacher

It is the responsibility of the Head Teacher, under the School Standards and Framework Act 1998, to implement the school behaviour policy consistently throughout the school. It is also the responsibility of the Head Teacher to ensure the health, safety and welfare of all children in the school.

The Head Teacher supports the staff by implementing the policy, by setting the standards of behaviour, and by supporting staff in the implementation of the policy.

The Head Teacher requires all Class Teachers to keep records of any serious incidents of misbehaviour which may occur.

The role of Parents

At Winbury we work collaboratively with parents, so children receive consistent messages about how to behave at home and at school.

We explain the Winbury School Code of Expectations in our Home/School Agreement, which every parent signs on entry to the school. We are currently putting together a policy folder for parent access.

We expect parents to support their child's learning, and to co-operate with the school. We try to build a supportive dialogue between the home and the school, and we inform parents immediately if we have concerns about their child's welfare or behaviour.

If we have to use reasonable sanctions for unacceptable behaviour, we encourage parents to support the actions of the school. If parents have any concern about the way that their child has been treated, they should initially contact the Head Teacher.



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It is useful for parents to understand the graduated level of sanctions we use as part of our overall behaviour management system if inappropriate behaviour is displayed. They are as follows:

- The child is spoken to by a staff member
- The child is asked to say and show they are sorry and to apologise to other classmates where applicable
- The child may be removed from the room or play area to a quiet area until he or she has had time to calm down and has had time to reflect on his/her behaviour
- The child may be spoken to by the Head Teacher
- The child's parents may be called to the school to discuss the behaviour pattern
- The school may seek advice from outside professional agencies
- In the most severe cases, we reserve the right to ask parents to withdraw their child from the school if all other strategies fail to solve the problem

The role of the Management

Winbury management has delegated the responsibility of setting down these general guidelines on standards of discipline and behaviour and of reviewing their effectiveness to the Head Teacher. The Management supports the Head Teacher in carrying out these guidelines.

Monitoring

The Head Teacher monitors the effectiveness of this policy on a regular basis.

Very rarely do serious incidents of misbehaviour occur. If this should happen, then the school keeps a record of incidents of misbehaviour. The Class Teacher records minor classroom incidents. The Head Teacher records those incidents where a child may be sent to him/her on account of bad behaviour. We also keep a record of any incidents that occur at break or lunchtimes.

Review

The Head Teacher reviews this policy as and when necessary.

Paula Prewett, Head Teacher

Dated: 17 November 2010



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Record of Inappropriate Behaviour
(for internal use only – to be kept in child’s file)

Child’s Name:

Class / Year: **Class Teacher:**

Details of Incident

Date / Time: **Place**

Description:

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Action Taken:

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Reporting Member of Staff:

Copy of this Report to be given to the Head Teacher on the same day as the incident.



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Behaviour Management Policy Addition

Use of force to control or restrain pupils, according to updated government advice.

At Winbury we recognise that controlling young children is an important part of caring for them and educating them. We also recognise that physical contact in any form should be kept to a minimum, in order to avoid injury or misinterpretation.

Legally, government provision allows teachers and authorised staff to use 'reasonable force' to prevent a child from:

- Committing a criminal offence
- Injury to themselves or others
- Damaging property
- Acting contrary to good order and discipline

However as there is no legal definition of reasonable force, it will always depend on the circumstances and consideration of the following factors:

- Is force necessary or can the situation be resolved without physical restraint?
- Force, if considered necessary, should be the minimum needed to achieve the desired result.
- Government guidance advises that common sense and judgement should be exercised.

In order to implement the above satisfactorily we have amended our Home/School Agreement to include the following statement:

As parent/guardian of I give consent that any authorised member of staff may use reasonable physical restraint to encourage safe behaviour and prevent my child from:

- Committing a criminal offence
- Injuring themselves or others
- Damaging property
- Acting contrary to good order and discipline

You will be notified immediately if these measures are implemented for the safety of your child or others.