

Behaviour policy (Including bullying and racial incidents.)

Margaretting C of E Primary School  
Ratified by governors: February 2021  
Review due: February 2023



*Motivating Pupils' Success*

### **Policy statement.**

Our main aim will always be to provide the best education we can, in the most effective way possible, ensuring the Christian ethos and the values that we stand for are incorporated into all we do. By doing this, we will enable children to become enthusiastic, confident, happy individuals who aim to and achieve their potential and take with them, into the wider community, a positive attitude and a desire to become lifelong learners. We promote our school values: heartfelt compassion, courageous optimism and boundless creativity every day and expect children to understand and live by these.

Margaretting Primary School is committed to creating opportunities to enable all children to succeed by generating feelings of self-worth and mutual respect, also ensuring that there are equal opportunities for all children. The prime objective of the school is learning and teaching. For this to take place effectively there must be a calm and purposeful atmosphere where children and adults can listen to each other without undue distraction. We believe in promoting good behaviour and having positive expectations for each child's learning potential. We endeavour to create a positive atmosphere based on a sense of community and shared ideas.

### **Our aims are:**

To provide a safe environment in which our children can thrive and learn.

To support parents in helping their children to become sensible, polite, well behaved children in school, at home and in the wider world.

To work with parents in helping to develop their children's understanding of acceptable attitudes and values with relation to behaviour, bullying, work ethics and respecting diversity.

### **Code of conduct.**

- Take responsibility for your actions
- Always try your best
- Be tolerant and show respect for everyone
- Be kind to others and include them whenever you can
- Be honest, polite and considerate to everyone thinking about what you say and how you say it
- Follow agreed lunchtime and playground rules before, during and after school

- Move around school considerately and safely
- Respect property belonging to others, the school and the wider community.

**Our expectations** are that the children at Margaretting C of E school will follow the code of conduct in the following:

- Before and after school
- In and around the school
- In lessons and clubs
- At lunchtime and play times
- On school visits and when meeting visitors

### **Staff and other adults as role models**

Our handling of any situation will emphasise the points listed in the code of conduct.

- We aim to positively encourage co-operation with the code of conduct by modelling, praising and rewarding positive behaviour in and around the school, as well as hard work in a variety of ways.
- Through effective class organisation and management, children will be encouraged to maintain positive patterns as laid down in our code of conduct.
- Specific class rules will be agreed in collaboration with children, teachers and teaching assistants at the start of each academic year and revised / reminded frequently.
- Playground rules will be discussed by the children, teachers, teaching assistants and midday assistants at the start of each academic year and revised / reminded frequently.
- We ensure a good rapport with parents, enabling action should any issues arise. Please phone or contact the office if you need to see a member of staff.

### **Parents as role models**

Parents should work with the school to promote the ethos of the school by:

- Being aware of and contributing to the Behaviour Policy and code of conduct, in order to reinforce principles at home, in school and in the wider community.
- Signing the Home-School agreement
- Reinforcing the school rules before and after school.
- Respecting each other and setting a good example.
- Supporting any sanctions the school deems necessary.
- Ensuring that their children arrive to school on time and wearing the correct uniform and having the right kit for P.E. and clubs
- Keeping school informed about any situations at home that could affect their child's wellbeing
- Being involved with the school's activities including meetings and realising that by helping the school they are helping their own children.
- Supporting their own children whilst being aware of the views of other children.

**Governors** are responsible for setting the school policy in collaboration with staff and have a duty to ensure policies are implemented. Governors preside on a disciplinary and appeals committee should the need arise for further action.

### **Strategies for dealing with misbehaviour.**

Negative behaviour impacts and diminishes learning and the learning environment. Such behaviour traits include interrupting, shouting out, wandering about the classroom, running in the building, constant chatter and whispering, a failure to attend to teaching and instructions, harming / hurting others both physically and verbally. We are very fortunate in that acts of misbehaviour at the school are generally of a minor nature. These can normally be dealt with by the supervising adult or teacher in the classroom environment. More serious incidents may require the intervention of a Time Out System, where a child will be sent to another class to complete their work, if they are constantly disturbing the learning in their own classroom, after reminders from their class teacher. Year 1 and 2 will complete their work in Y5 and 6 (and vice-versa). Year 3 and 4 will complete their work in YR (and vice-versa). The child will then be spoken to about their behaviour afterwards and the Time Out Sheet will be filled in and signed by the class teacher and senior staff.

### **Sanctions for poor attendance**

Persistent poor attendance (under 90%) will result in a letter home. If the absence continues it may result in a meeting with the Headteacher. Parents may be asked to produce evidence to support medical appointments.

### **Sanctions for serious incidents may include:**

- Being taken to the Head Teacher for sanctions to be given, with achievable work to complete to gain some measure of success.
- Letters to, or meeting with parents to agree sanctions both at home and at school.
- Being put on report (reporting after each session to the appropriate member of staff.)

### **Bullying.**

Margaretting C of E School takes bullying seriously and it will not be tolerated.

**Bullying is the persistent, wilful, conscious desire to hurt, threaten or frighten someone else.** It is expressed by name calling, verbal aggression, physical abuse, racial abuse, singling out, silent intimidation, threats, taking possessions, spoiling work, belittling or cyber bullying. **Incidents will be followed up and sanctions will be implemented.**

All children are encouraged to tell an adult about any incident in which they believe they are a victim of, or that they have been witness to, or have reason to suspect a bullying issue. Children should not be encouraged to retaliate in any way.

It is important that any sort of bullying should be dealt with immediately. Time will be given to both the victim and the perpetrator. Adults must be seen, as listeners for the victim and the bully. Both parties must acknowledge that what has happened is wrong. Children will be given opportunities to discuss issues in class during discussion, question times, R.E., PHSE or talk to the class teacher. There is also a worry box that children can use to express their fears.

All incidents on the playground must be reported to Senior Leadership Team and logged. Bullying is best tackled by staff acting as a team eliciting the active co-operation of the parents. All bullying must be reported to both sets of parents.

### **Racial, disability, cultural and minority incidents.**

At this school, we will not tolerate any form of abuse to those of different races or cultures, those with disabilities of any kind, whether learning, physical or indeed any minority group. All incidents need to be reported to Senior Leadership Team who will follow them up immediately. We adhere strictly to County guidelines in dealing with abuse.

### **Exclusions.**

It is extremely rare for a pupil to behave so badly that he/she has had to be excluded as a consequence of a single incident. In general, the expectation is that exclusion should be used only after a period of persistent misbehaviour where other strategies and sanctions have been ineffective. However, if a pupil's behaviour is compromising the health and safety of the school, a fixed term exclusion may be appropriate. Whilst every opportunity must be offered to persistent offenders, the welfare and health and safety of the rest of the school must be an overriding factor when considering exclusions. We follow guidelines provided by Essex County Council.

If the decision is made for a fixed term, the parents will be informed either by telephone, face to face or a letter, however a letter will be sent in all cases as soon as is physically possible after the event. Upon the child's return, a meeting will be held with the parents, teacher, Head Teacher to produce an action plan to prevent further incidents and to support the child in their transition back to school.

This policy has been discussed and produced with all staff and governors and will be revised every two years.