



HOLY TRINITY CATHOLIC PRIMARY SCHOOL

Positive Behaviour Policy

Revised: October 2021

Date of next review: October 2023

Signed: M. Walwyn

Role: Chair of Governing Body

Adopted by the Governing Body: October 2021

At Holy Trinity, we aim to provide effective teaching in a secure and stimulating environment to enable our pupils to achieve their full learning potential. The aim of our behaviour policy is to assist us in creating an environment where teachers can teach, children can learn and good behaviour is celebrated.

We encourage children to follow the school rules by praising them for good behaviour and good learning. To encourage and promote good behaviour, attitude and work, we have devised reward systems which are consistently followed throughout the school. We are committed to praising children's efforts.

How we reward a Holy Trinity child:

Daily Rewards:

- Positive verbal praise from all staff and pupils that is unique to that particular member of staff.
- Dojos - using our online reward system for EYFS & KS1
- Praise Points for KS1 & KS2.
- Stickers, reward stamps and sticker charts.
- Class rewards systems and strategies.
- Showing their work to the whole class or another class.
- Classroom and corridor displays.
- Being sent to the HT/DHT/AHT to show work or celebrate their excellent behaviour.
- Showcasing excellent behaviour and work on our school Twitter account and website.

As well as daily rewards, we also have weekly and termly rewards:

Weekly Rewards:

'Celebration Friday' Assembly

This assembly is the highlight of the week where the whole school gather to celebrate the week's achievements. Children are rewarded for excellent work, behaviour and living out our school values. The weekly awards assembly showcases good learning and behaviour and all children and staff look forward to this celebration. Children who receive certificates and rewards have their photograph taken, and then this is displayed on the school website and Twitter page. We also celebrate children who have achieved certificates, badges, awards and/or trophies outside of school.

Merit Certificate:

Each week, teachers will award children with a Merit certificate. This will recognise children's achievements, attitudes, behaviour etc throughout the week. Class teachers will keep a log of all the winners each week so that winners can be monitored throughout the year. Children will sit on chairs next to school staff. Winning children will be provided with cordial drinks whilst watching the rest of the assembly.

Class of the Week

At the end of the week, the class of the week will be awarded with a trophy. This will recognise the class who have stood out by demonstrating excellent behaviour, following the school values, living out the school mission statement and attitude towards school work. Mrs Raley-Williams will track the winners each week and the class with the most wins during the term, will receive a special treat afternoon.

Dojo Certificate/House Points

Throughout the day, teachers award children with 'Dojos/House Points'. These can be awarded for a number of reasons such as lovely manners, always ready to begin lessons, helpful, etc. At the end of the week, the child in each class with the highest number of Dojos/House Points is the winner and will receive a certificate.

At Holy Trinity, we have 4 House Teams: St. George (Red), St. Andrew (Blue), St. Patrick (Green) and St. David (Yellow). When a child enters Nursery, they are assigned to their 'house'. Children have their Dojos/House Points collected at the end of every week. These are shared during assembly.

At the end of the assembly, the winning house will receive a plaque which will be added to our House Point Board. The winning house at the end of each term will be rewarded with 30 minutes extra play time and the 'House Point' trophy.

Hot Choc with the Head

A name from each class will be passed to Mrs Raley-Williams by the end of the school day on a Thursday, of those children who have displayed impeccable behaviour each and every day. The winning children will then have the opportunity to have a 15-minute celebration with the Headteacher called 'Hot Choc with the Head'. This will consist of hot chocolate, treats and conversations about the working week and the weekend ahead.

Headteacher Postcard

The headteacher will send a postcard home to any child for excellent work, behaviour and/or living out our school values.

Termly Rewards

Attendance Reward

At the end of each term, we have a whole school Rewards Assembly where we celebrate good attendance. The children can receive a 'Bronze' certificate for 1 full term of attendance, a 'Silver' certificate for 2 full terms of attendance and a 'Gold' certificate for 3 full terms of attendance.

Holy Trinity Rules:

We have school rules so that we can ensure that all feel valued and respected and all children can learn to the best of their ability. We teach the children our rules from the time they start at Holy Trinity and it is **vital** that parents support us by encouraging their child to keep the rules in order to make Holy Trinity school a happy and secure place of learning for all pupils and adults.

Rules:

At Holy Trinity, we adhere to **3** rules.

1. Play safe, work hard and have fun.
2. Respect everything and everyone around you.
3. Treat others as you would like to be treated.

Routines and Consequences:

At Holy Trinity, there is a clear procedure for dealing with children who choose to break the school rules.

Behaviour during lessons:

If a child chooses to break a rule we have a system of consequences. These are clearly understood by all the staff and children. Children who display unacceptable behaviours have three warnings issued displayed on the board. When children receive a second warning, the member of staff will have a private conversation with the child in order to turn their poor behaviour around. After a third warning, the child is put on 'Time Out' which entails missing play times and/or lunchtimes. Children are asked to reflect on their behaviour and fill out a 'Behaviour Reflection Sheet' during their time in time-out. Any 'Time Out' is recorded on CPOMS. This information is shared with the child so they know exactly what is being written in this document. If a child receives 'Time Out' three times in any half term, parents will be informed.

On occasions a child who displays violent or extreme behaviour can be put immediately on to 'Time Out'. In this case, parents will be informed at the end of the school day. The class teacher will invite parents into school to discuss the child's behaviour. The details of the meeting will be recorded on CPOMS.

There may be occasions where the child may be asked to complete activities out of the classroom in specified area for agreed amount of time. If work is not completed the class teacher will either expect it to be done at lunchtime or send it home to finish.

Behaviour during lunchtimes:

The children are made aware that the same rules apply at lunchtime as they do at any other time of the school day. All members of the lunchtime staff follow the same procedure.

Occasionally children are referred to SLT (Assistant/Deputy Head) if the misbehaviour is deemed serious whether in class or on the playground, for example in the following circumstances:

- Physically hurts another pupil deliberately.
- Swears or makes offensive remarks.
- Persistently verbally abuses another pupil or continues to call names
- Is very rude or aggressive to a member of staff.
- If the behaviour puts other children at risk.

Children who continue to display poor behaviour may be given a 'Behaviour Improvement Card'. The process begins by meeting with the parents and child to discuss appropriate behaviour targets (max 3). These targets will then be reviewed on a

lesson by lesson basis by the teacher, reviewed by a member of SLT, and then be shown daily for parents to see and sign. After two weeks the child and parents will be informed as to whether the targets have been successfully met. If so the process will stop, if not the child may continue for another week. This process may be repeated as necessary.

An IBP (Individual Behaviour Plan) may be used either in addition to, or instead of, a 'Behaviour Improvement Card'. This will be done in consultation with the SEND coordinator and the Learning Mentor, and in discussion with the parents.

Children who continue to break the rules even after parents have been contacted may be the subject of an internal exclusion from their class for a day or more. They will be set work by their class teacher and work under the supervision of another teacher in another class. Parents will be notified if this occurs.

Learning Mentor:

Our Learning Mentor will address any barriers to learning. Sometimes this can be by challenging poor behaviour. This key role will involve supporting targeted children on a 1-to-1 basis or through small group, temporary interventions.

Bullying:

- We do not tolerate any form of bullying whether physical or verbal.
- We encourage children to tell us if they feel they are being teased or hurt in any way as we are a "telling school".
- We always speak to the children involved and inform parents if it does not stop
- We do all we can to help the child who is being bullied.
- All incidents of bullying are recorded.

In the case of bullying the Headteacher will be informed immediately. (See Anti-bullying Policy).

Racist behaviour

- We do not tolerate racist behaviour in any form and will always challenge it.
- We will explain to children why it is not acceptable and if it is repeated, parents will be notified.
- All incidents of racist behaviour are recorded.

Physical Intervention

Staff have a duty of care for all pupils in the school and may, as a last resort, have to physically intervene in order to safeguard the welfare of children in their care. (See Positive Handling policy)

Managed Moves:

Managed moves can be used as an alternative to permanent exclusion in situations where giving a child a fresh start in a different school is likely to be successful. In most cases, Managed Moves should be used when all other strategies have been exhausted.

Exclusions

At Holy Trinity we try different strategies in order to help a child who finds keeping the rules difficult. However, the health and safety of other children and staff has to be our

priority as well as the effective education of every class. If a child is affecting others' safety or education, we may have to exclude him or her from school, either for a fixed term, or in exceptional circumstances, permanently.

We do all we can to work with parents to prevent serious sanctions having to be used. If children have extreme behavioural difficulties, we would expect them to be on our Special Educational Needs Profile, have an Individual Education Plan and/or Pastoral Support Programme with targets and support for improvement. In the rare event that a child is excluded from school, where a fixed term exclusion is for more than five days, the Governors' Discipline Committee will meet to consider the exclusion. If a pupil's fixed term exclusion amounts to more than fifteen days in one term, the Governors' Discipline Committee will meet to consider the exclusions. Parents are informed of their rights to appeal in the letter notifying them of the exclusion. As soon as a decision to exclude a child is made, the parents or carers are contacted by telephone and are expected to collect their child from school immediately. The parents or carers are also expected to meet the Headteacher to discuss their child's behaviour before he or she returns to school.

How can parents help the school?

It is very important that parents always report concerns to the school via your child's class teacher, especially if they involve another pupil. It is not appropriate for parents to approach someone else's child or another parent about an incident that may have occurred in school. Matters should always be referred to the school for investigation so that appropriate action may be taken.

We would like parents to:

- Explain the rules to their child.
- Tell their child to seek adult help if they have a problem.
- Tell their child not to hit back.
- Tell the school if their child is worried about anything.
- Let the school deal with any problem rather than contact another parent.
- Read newsletters and other information so they know what is going on in school.
- Acknowledge letters/information that is sent home by signing and returning.
- Be positive and praise their child for their achievements, however small.
- Support the school via the home/school agreements and accept the school's decision regarding rewards and consequences.

At Holy Trinity we need parental support to uphold our Catholic/Christian values. We know that with your help, we can achieve our stated aims so that all children and adults feel valued, respected and can work to the best of their ability.