

# Behaviour and Anti-bullying policy

St Francis RC Primary School



## Mission Statement

*We believe that with God, everything is in our reach.*

**Approved by:** Lynn Elder

**Date:** December 2022

**Last reviewed on:** December 2022

**Next review due by:** September 2023

## **Aims and Objectives**

The purpose of the behaviour policy at St Francis is to encourage patterns of behaviour, which contribute towards effective learning in the classroom, and to create an atmosphere where all children feel safe, valued and secure. The policy outlines what is acceptable and unacceptable behaviour. The policy aims to ensure consistency and continuity in the schools' approach to dealing with discipline.

The distinctive factor in our school is its Catholic ethos. We seek to love God and demonstrate that love through our relationships with those around us. This basic concept affects every aspect of life within our school. As Catholic teachers, we recognise this and carry out our work in the light of this understanding; we believe that with God, everything is in our reach.

At St Francis, we encourage behaviour that will allow everyone to work to achieve our spiritual, social and academic aims and to keep our environment pleasant and safe. We aim to create a school in which there is a happy, caring and understanding environment and where each individual is valued. In this atmosphere, we aim to prepare the children to lead purposeful and responsible lives as adults, both in the home and in the wider community. New staff are trained on behaviour management and on our behaviour policy, and we have regular staff training on behaviour management and behaviour influences.

This policy is supported by research from the Education Endowment Foundation and is underpinned by the 6 key recommendations: know and understand your pupils and their influences; teach learning behaviours alongside managing misbehaviour; use classroom management strategies to support good classroom behaviour; use simple approaches as part of your regular routine; use targeted approaches to meet the needs of individuals; and *consistency is key*. It is also built on the philosophy of 'RIP' and 'PIP' (reprimand in private, praise in public).

## **Parental Involvement**

At St Francis, we recognise the importance of the link between home and school and we aim to work closely with parents. Parents will be kept informed about the standard of their child's behaviour through school reports and parents' meetings. If children misbehave consistently or significantly, parents will be informed. In the event of more serious misbehaviour, parents will be invited into school for discussion with the child's class teacher, the Deputy Headteacher or the Headteacher. They are invited to attend our weekly achievement assembly, to be present when the children receive their rewards for good behaviour and effort in lessons and around the school.

## **Golden Rules**

Throughout the school, children are expected to adhere to 'The Golden Rules'. Children are all aware of them and how to follow them.

1. Do be kind.  
Don't hurt anybody's feelings.
2. Do be honest.  
Don't cover up the truth.
3. Do look after property.  
Don't waste or damage it.
4. Do work hard.  
Don't waste anyone's time.
5. Do listen.  
Don't interrupt.

## **Definitions**

*Misbehaviour* is defined as:

- Breaking the golden rules
- Disruption in lessons, between lessons and at break and lunch times
- Refusal to complete classwork or homework
- Poor attitude
- A one-off unkind comment

*Serious misbehaviour* is defined as:

- Repeated breaches of golden rules
- Any form of bullying
- Violence
- Sexual violence
- Sexual harassment
- Vandalism
- Theft
- Smoking
- Racist, sexist, homophobic or discriminatory behaviour
- Possession of any banned items
- Leaving the premises (in this event, a member of staff will inform the police)

## **Traffic light system**

At Saint Francis we follow a traffic light system to manage behaviour around school. All children start every day on the green traffic light. If children are breaking one of the 'Golden Rules' they will receive a warning. If the behaviour persists, then they will be moved to the amber traffic light. The moment children show a positive behaviour their name will be moved back to green. Should the behaviour continue before showing a positive behaviour, their name will then be moved to red.

For more serious misbehaviour, children may be moved to red immediately. Once on red, children will miss 5 minutes of their next break or lunch time to reflect on their behaviour, and have a restorative conversation with their teacher and any other children involved.

In the event that a child is moved to red, they will be taken to the Deputy Headteacher or the Headteacher, and their parents or carers will be contacted. After investigation with the child and others involved, the following sanctions may be used at the Headteacher's discretion: missing play or lunch times; fixed-term exclusions; or permanent exclusions.

At the end of each half-term, children who have consistently demonstrated good behaviour will receive a treat afternoon in school. Children who have received more than one red may miss some or all of the treat for that half term.

## **Rewarding good behaviour**

We believe in a positive approach, we model good behaviour and praise and reward our children for good behaviour. In this way we hope to build up children's self-esteem; enable them to appreciate and value the benefits of good behaviour; develop self-discipline; raise standards of work and behaviour; and develop positive relationships between pupils and between pupils and staff.

The majority of children are well behaved within school and around the school. For those children who go above and beyond expectations, rewards include:

- Non-verbal praise such as a smile or nod

- Personal encouragement, with staff praising good behaviour with reference to our code of conduct or personal targets
- Positive comments
- Headteacher's awards
- Parents being informed of good work, either verbally or through written reports
- Being allowed to carry out an activity they enjoy, such as helping the teacher, or time on the computer, etc.
- Awarding of house points
- Display of good work
- Star of the week certificates awarded in Celebration Assembly
- Reward of extra playtime
- Responsibility within school
- Head and deputy boy/girl
- Blue star awards
- Prizes
- End of half-term treats

### **House Points**

Children across the school are split into four different houses; St George's; St Patrick's; St David's or St Andrew's. Children are awarded house points for showing behaviours that go above and beyond the school expectations. Each week, the total number of house points earned by each house is collected in, and during assembly the winning house is shared.

### **Behaviour around school**

Children are expected to follow the 'Golden Rules' all around school. All staff are responsible for upholding the behaviour policy, and will use the traffic light system as well as blue stars or house points to reward exemplary behaviour. Teachers are responsible for ensuring that their classes are following the behaviour policy at all times.

### **Children in Class**

- Respond quickly to instructions
- Enter and leave classroom quietly, in an orderly manner
- Stay in place as appropriate
- Work hard at tasks set

### **Children around School**

- Always walk around school in a calm and orderly manner, on the left-hand side
- Sit quietly and listen respectfully in assemblies
- Treat others with care and politeness
- Treat surroundings with care
- Walk into school quietly at the end of breaks

### **Children in the Playground**

- Stay within set boundaries
- Play fairly and cooperatively
- Always put litter in bins
- Resolve arguments or conflict by discussion (*zero tolerance for any form of aggression or violence towards others*)
- Be tolerant with others

- Act upon instructions
- Treat peers and staff with respect

### **Children in the Dining Hall**

- Enter and leave in an orderly manner
- Talk quietly
- Have good manners/ table manners
- Respond immediately to instructions
- Stay in allocated seat until asked to line up

### **Support in School**

Where it is identified that certain children need more support at certain times of the day, an individual plan will be put in place in consultation with the class teacher and parents or carers. We will look at any issues which trigger the child's behaviour and work together to conduct a plan to overcome them. We have a sensory room which can be used to help regulate children's behaviour where needed. Some routines and sanctions may be adjusted to support children with SEND or additional needs.

### **Use of Reasonable Force**

Staff will endeavour to avoid using reasonable force on a child unless it is deemed absolutely necessary for the safety of the child. The use of force is deemed reasonable if it is proportionate to the consequences it is intended to prevent, and is always used as a last resort.

### **Confiscation of prohibited items and legal requirements of a search**

Any prohibited items found in pupils' possession can be confiscated and may not be returned to pupils. The school does not need a pupil's consent to search them if staff think the pupil has prohibited items, including:

- weapons, e.g. knives
- alcohol
- illegal drugs
- stolen goods
- nicotine products, e.g. cigarettes, vapes
- pornographic images
- fireworks
- anything that has been, or is likely to be, used to cause physical injury or emotional distress or commit an offence

We will also confiscate any item which is harmful or detrimental to school discipline. These items will be returned to pupils after discussion with the leadership team and parents, if appropriate. Mobile phones are included, and pupils are expected to hand them in on entry to school. They will be returned to pupils at the end of the school day. Searching and screening pupils is conducted in line with the DfE's latest guidance on searching, screening and confiscation. There should normally be 2 members of staff present during the search – the person doing the search and the search witness. Searches should normally be done by someone the same sex as your child. The search witness should also be the same sex as your child if possible. Your child must not be asked to remove clothes, other than outer clothing like a coat. If there's a risk of serious harm to a person if the search is not conducted immediately, a child may be searched by a person of the opposite sex and without another member of staff present.

### **Behaviour Outside of School**

Even when children are outside of school they are still representing the school. If the school receives reports of children misbehaving or bullying outside of school parents will be contacted. If the

behaviour is serious then outside agencies will be contacted. Where possible, the matter will be dealt with in school but this will depend on the seriousness of the issue. Sanctions will be put in place in school and, where appropriate, restorative justice will be used.

### **Complaints**

If a child does not feel they have been treated fairly they can organise a meeting with the Deputy Headteacher or the Headteacher. Similarly, if parents disagree with the school's behaviour policy an appointment can be made with the Deputy Headteacher or the Head teacher.

### **Screening and searching of behaviour**

Behaviour is monitored by the Designated Safeguarding Leads; all concerning behaviour incidents are logged on CPOMs and the appropriate actions will be taken depending on the nature of the behaviour issue.

# ANTI-BULLYING

## **Bullying**

At St Francis every effort is made to ensure that bullying is dealt with quickly and efficiently. The following information sets out the school's attitude to bullying and the way in which we work to prevent it happening.

Bullying behaviour is behaviour that intends to cause harm or distress to another. It causes distress to one or more persons; involves an imbalance of power; is generally persistent; and can be deliberately hostile or violent.

Bullying behaviour can consist of verbal and non-verbal threats of violence; name calling; teasing, ignoring and shunning; incitement by others to commit an act of bullying; sexually or racially offensive remarks or behaviour; interfering with property; fighting, demanding money, property or favours with menace; vandalism, damaging another's efforts or possessions; borrowing equipment without permission; or invading someone else's privacy. Bullying can also take place online.

We believe that every pupil has the right not to be bullied; the right to tell an adult if someone or something is making them unhappy; the right to say 'no' and mean it; and the right to walk or run away without being seen as cowardly.

At St Francis we encourage parents and staff to be aware that the following behaviours may indicate that there is a problem: unwillingness to go to school; requests to be taken to and/or collected from school where this hasn't always been the case; a deterioration in school work; lost or damaged property; withdrawn behaviour; bed wetting; having nightmares; unexplained minor injuries; losing pocket money; or giving unlikely and unreasonable excuses for any of the above.

## **Parents & Anti-bullying**

We believe that good communication between school and home is important whether it be in person, by email or telephone. We endeavour to reassure parents that something will be done, that they will be kept informed and that there are ways they can help their child.

## **School Response to Bullying**

It is important that all children know we will listen and will provide immediate support. All incidents will be investigated as soon as possible by the member of staff they are reported to unless it is deemed appropriate to escalate the complaint. When an incident occurs the child is allowed to talk about their problems and where bullying is identified, a log is made as soon as possible on CPOMS. The Headteacher will monitor and evaluate the process so that emerging problems and patterns are identified.

We strive to ensure that staff responses are positive and we work to encourage positive models of behaviour. The long term needs of all the children involved in an incident are identified and where necessary appropriate positive strategies and programmes are put in place. Following up an incident takes place in a timely manner, at a time suitable for all parties. The follow up is designed to be reassuring and purposeful and is used to identify further actions and changes in strategies.

## **Suggested guidelines for parents**

If your child is being bullied:

- Encourage them to talk so you can find out all the facts, but be patient as they may be distressed

- Listen and try to avoid interruption
- Speak to a member of staff from school
- Be empathetic
- Stay calm
- Don't dwell on sensitive issues
- Reassure them that you will endeavour to do something about it
- Reassure them that if there are repercussions, all adults will continue to work together until they are comfortable
- Try to help them see the difficulty as a problem that can be solved peacefully
- Ask them for ways they would like to make changes
- Help them to develop ways to cope, e.g. walking away, saying no, ignoring, taking & collecting them from school
- Talk to the school
- Take an interest in your child's school life and friends
- Try to keep everything in perspective

If your child is the perpetrator:

- Encourage them to talk; find out what is happening and why
- Stay calm
- Let them know that bullying is wrong
- Help them to understand the hurt they are causing
- Explain to them how they should behave
- A child who is bullying is often having difficulties forming appropriate friendships – help them to find ways to make friends
- Tell the school
- Always talk to a member of staff in a quiet area if worried

**To be reviewed: September 2023**