

OUR LADY OF LOURDES POLICY AND PROCEDURES GUIDE

Subject: PUPIL BEHAVIOUR AND DISCIPLINE POLICY

Policy Reference: 3:08
Issue Date: 01.05.2015

Champions: Snr Management Team
Review Date: 01.05.2017

Status: STATUTORY POLICY. To be reviewed: FGB to determine. Ratified by: Headteacher

Other relevant information: To be published on school website.

Mission Statement

At Our Lady of Lourdes Primary School we learn to live and love like Jesus, to help one another and treat everyone with kindness, tolerance, respect and understanding in a safe and caring environment.
God is always with us.

1. Definition

- 1.1 Good behaviour is essential for effective learning, positive relationships and an orderly school community. The school behaviour policy is based on self-discipline and consideration for others. It is firmly established in the Christian ethos that is created in our school. This policy should be read in conjunction with the Anti-Bullying Policy.

2. Aims & Objectives

- 2.1 To develop a school community where truth, honesty and justice prevail and where ALL members are treated equally and with respect.
- 2.2 To develop self esteem and self discipline and foster good relationships and so create an atmosphere of support for effective learning.
- 2.3 To provide an attractive, organised and challenging environment where achievements of ALL children are celebrated.
- 2.4 To provide a clear set of guidelines which are applied consistently and fairly.
- 2.5 To provide a range of rewards and sanctions which are used consistently and fairly.
- 2.6 To provide clear procedures for dealing with unacceptable behaviour in order to resolve difficulties swiftly and fairly.
- 2.7 To provide a strong home/school partnership where there is a joint responsibility for the behaviour of children. **(see Appdx 1)**

3. Guidelines

- 3.1 All staff will ensure appropriate and consistent use of the system of incentives and rewards which encourages positive achievement in work and behaviour. **(see Appdx 2)**.
- 3.2 All staff will ensure appropriate and consistent use of the procedures contained within this policy document for dealing with inappropriate behaviour. **(see Appdx 3)**.

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- 3.3 A clear set of school guidelines outlining positive behaviour in the classroom and school grounds will be continuously reinforced in class and at assembly. **(see Appdx 4)**
- 3.4 All staff will ensure that children receive praise, acceptance, understanding, encouragement and respect, using a variety of techniques to develop a positive sense of self making each child feel good about him/herself.
- 3.5 Teachers have high expectations, and with the use of effective differentiation and classroom management, will encourage positive behaviour.
- 3.6 Staff members will ensure effective communication between themselves about individual behaviour problems.
- 3.7 The staff and Headteacher will work closely with parents. Parents are directly involved in the management of behaviour and are informed of any problems at an early stage through discussion, home/school books, reports, and where appropriate, contracts.
- 3.8 The school recognises the importance of early intervention and support agencies will be used where appropriate e.g. Educational Psychologist, Outreach Teacher, School Counsellor.
- 3.9 All staff members will ensure the consistent deployment of effective S.E.N., equal opportunities and anti-bullying policies to support the implementation of the behaviour policy.

Wherever possible the emphasis is on how the children MUST behave as opposed to how they MUST NOT behave.

We also place great importance on upholding the 5 "P" of Prayerfulness, Politeness, Perseverance, Punctuality and Presentation.

APPROVED **CHAIR OF GOVERNORS**

Date

SIGNED **HEADTEACHER**

Date

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Appendix 1:

Home School Agreement

Our School Mission Statement:

At Our Lady of Lourdes Primary School we learn to live and love like Jesus, to help one another and treat everyone with kindness, tolerance, respect and understanding in a safe and caring environment.
God is always with us.

Our Lady of Lourdes is a Catholic School where we recognise that each person is an individual, created by God in his own image & likeness. Christ is the unseen but ever present teacher in our classes, the model for its children, the inspiration for its staff. It is as a companion for life that children come to know Him here at school, meeting him in liturgy, being led by him in learning, trusting Him in prayer. We work towards making our school a community whose aim is the transmission of Christian values in the education of the children, where we strive to provide a secure, safe and caring environment inspired by Gospel values, in which every member of the school community feels welcomed and valued. We aim to:

- Treat all members of our school community equally, irrespective of their ability, race, sex, religion or cultural background.
- To foster good relationships between home, parish and school.
- To provide a rich and balanced curriculum which attends to the Spiritual, moral, social, intellectual, cultural, mental, emotional and physical development.
- To recognise and respect the unique qualities of every individual and to encourage self-esteem.

PARENTAL RESPONSIBILITIES:-

I/We acknowledge that we as Parents/Guardians are the primary educators of our children and have an irreplaceable role to play in supporting our children's learning at school.

Therefore I/we will try to:-

- ensure that my child attends school regularly, on time and suitably equipped;
- inform the school of any concerns or problems that might affect my child's work or behaviour;
- support the Christian values of the school community;
- give my child opportunities for home learning and support homework from school;
- support the school's policies and guidelines for behaviour; attend parents evenings about my child's progress;
- encourage my child to be enthusiastic about learning and to enjoy school;
- encourage my child to show kindness and consideration to others;
- talk to my child about their experiences in school and encourage them to do their best;
- attempt to support the Catholic community and the school in their responsibilities for maintaining the school buildings in good repair.

Signed
(Parent/Guardian)

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SCHOOL'S RESPONSIBILITIES:-

I/We acknowledge our responsibility to support parents in their task of nurturing their children towards human wholeness within a Christian community.

Therefore I/we will:-

- provide a friendly welcome to your child and a secure, stimulating, Christian environment in which to learn;
- ensure that your child is valued for who he/she is and help to make good progress in their spiritual, moral, emotional and academic development;
- treat your child with the dignity and respect they require, encouraging them to full human wholeness;
- demonstrate our faith and our school's foundation in the teachings of Jesus Christ, by what we teach and the way we live and worship in our school;
- do our utmost to provide the best possible education we can for your child and enthusiastic teaching rooted in our beliefs, our values and our skills;
- provide you with information about your child's progress and provide you with opportunities to talk to teachers;
- keep you well informed about school policies and activities through regular letters and newsletters;
- set, mark and monitor homework suitable to your child's needs;
- send home an annual report of your child's progress;
- contact you if there is a problem with your child's attendance or punctuality;
- inform you of any concerns regarding your child's behaviour, work or health;
- challenge your child to strive for the highest standard of personal, social and intellectual development and aim for excellence in all they do.

Signed
(For and on behalf of the Governing Body)

PUPIL RESPONSIBILITIES:- (Key Stage 2 onwards)

I acknowledge the different and unique talents which God has given me and my responsibility to use them wisely.

Therefore I will try to:-

- Honour & obey the 5 P's –
Punctuality Prayerfulness Perseverance Politeness Presentation
- attend school regularly and on time;
- wear the school uniform and bring all the equipment I need every day;
- take care of all school equipment and help keep our school free from litter;
- learn something new each lesson and always do my best;
- share my feelings honestly and politely and show consideration for others in school;
- behave sensibly so we can be happy and safe as we learn;
- try to think for myself and take responsibility for my actions;
- observe all school rules and treat everyone with the respect they deserve.

Signed (Pupil)

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Appendix 2: Incentives & Rewards

Effective systems of incentives and rewards are offered to encourage and reinforce positive achievement in work and behaviour. These include:

1. Building children's self-esteem and the use of positive encouragement, including praise by the teacher, encouraging a child in front of the whole class. Peer encouragement is also very important.
2. Carefully presenting and displaying children's work to show that it is valued & encouraging the child to show the work to another class teacher, L.S.A., office staff or Headteacher.
3. Displaying work in the Head teacher's office and asking parents to come in to see examples of this.
4. Rewarding KS2 pupils with House points and KS1 pupils with Magic Marbles/ Golden Tickets. Early Years pupils are introduced to the techniques of "Conflict Resolution" if they encounter social or friendship issues.

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Appendix 3: Procedures for dealing with inappropriate behaviour

1 Everyone at Our Lady of Lourdes School has high expectations of good behaviour. Children are expected to comply with the school rules at all times. The positive recognition of good behaviour should result in pupils displaying the appropriate behaviour. However when school rules are broken, there will be certain consequences. When a child does not behave appropriately, he/she is dealt with in a consistent way by all members of staff.

2 Members of staff may discuss children informally at staff meetings. In certain circumstances the staff meet formally to discuss the behaviour needs of specific children.

3 Certain behaviour, such as physical aggression, persistent bullying will be referred immediately to the Headteacher.

4. If a child breaks the targets/rules the class teacher will firstly remind the pupil of the correct way to behave and the child is encouraged to apologise where appropriate.

5. In the case of further incidents, a record will be kept and a number of actions may be taken which may include one of the following:

- Time out / Lose a privilege
- Parents may be spoken to informally
- The teacher may escalate the matter to the Behaviour Manager
- Regular communication would take place between the teacher and parent
- A formal meeting may be arranged for the Headteacher to discuss what further appropriate measures may be taken.

6. The child's parents may be asked to speak to the teacher informally after school to discuss the situation. Parental support is essential and encouraged. We aim at all times to work with parents for the good of the child.

7. If behaviour is deemed to be of a bullying nature then procedures are followed as outlined in the Anti-Bullying Policy.

8. Help may be sought from outside agencies, e.g. Educational Psychologist, Outreach Support Service.

9. Where it is felt appropriate a home/school contract will be made which will be reviewed on a regular basis. Strict boundaries are set for the child and clear procedures are devised to deal with incidents when the rules have been broken. Parents can take an active part in devising this contract. A list of sanctions is incorporated into the contract.

10. In extreme cases if faced with persistent bad behaviour which does not respond to the above sanctions, the Headteacher will have the option to exclude a child from school. In the event of such a case, the Headteacher and Chair of Governors will follow the protocol and guidance of the Local Authority.

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Appendix 4

Our 5 Ps:

Prayerfulness, Perseverance, Politeness, Punctuality & Presentation