



Cotwall End Primary School

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POLICY AND PROCEDURES

Title	Behaviour Policy
Purpose	To set out school policy regarding a strong promotion of positive behaviour in order to support a successful learning environment.
Policy author	Mrs G Wilkes
File name and path	Staff>Staff>Policies>Behaviour Policy
Consultation	Presented to SLT: Presented to staff: Presented to governors:

Policy adoption				
Revision number	Date	Amendment	Revised by	Review date

Adopted by Governors	
Adopted by Staff	
Signed by Chair of Governors/Headteacher	

Purpose

Cotwall End Primary School promotes a climate in which there is a strong promotion of positive behaviour in order to support a successful learning environment, where children are continually encouraged to take responsibility for their own learning and be aware of the rules, rewards and consequences.

Aims

- Create an environment in which children will thrive.
- To maintain an atmosphere, calm and purposeful so that everyone achieves their best.
- To foster a caring attitude to people, equipment and the school environment in general.
- Believe in the potential of all and help to enable all children to meet their own targets.
- To develop constructive and supportive partnerships between home and school.
- To ensure all staff and other adults visiting and working within the school display the behaviour we are endeavouring to encourage.

Equal Opportunities

We believe that:

- All children should be treated with respect. Staff need to be sensitive to cultural differences and individual learning needs when dealing with behavioural issues.
- All children are individuals and behaviour strategies may need to be varied.
- Children with emotional/ behavioural difficulties need to be identified and the SEN Code of Practice will apply, monitored by the SENCO, Headteacher and Deputy Headteacher, after consultation with parents.
- Children with disabilities are entitled to additional consideration to ensure that they do not become targets for bullying or unkind comments.
- All children have the opportunity to participate in the school's reward system.

Entitlement

- This Behaviour Policy is applicable to children, staff and other adults within the school.
- In Reception, children and parents will be asked to sign the Home and School agreement, ensuring that everyone is aware and participate in the School ethos. Any pupils that join Cotwall End after Reception, will be asked to sign the Home and School agreement as part of their induction to the school.
- Some children may require individual behaviour plans, monitoring and support by the SLT.

Rights and Responsibilities

All members of the school community should work together to maintain our school ethos and to promote positive behaviour. This involves everyone having both rights and responsibilities.

Rights of Children

- To be able to learn to the best of their ability.
- To feel safe.
- To feel valued.
- To be treated fairly.
- To be listened to by the adults in school.
- To be treated with consideration and respect.

Rights of Staff

- To be treated with respect by children, parents and colleagues.
- To be able to teach without unnecessary interruption so all may achieve their potential.

Parental/ Carer Rights

- To know their children are treated with respect.
- To feel they are welcome into school and able to raise concerns with staff.
- To be told when difficulties may be arising with their child.

Responsibilities of Children

- To treat others with consideration and respect.
- To follow instructions from teachers and other staff.
- To listen when others are talking and to ask for help if you need it.
- To do your best and let others learn.
- To respect the school environment.

Responsibilities of Staff

- To provide a positive role model.
- To provide a safe, stimulating and caring environment for the children to learn in.
- To provide all pupils with an equal opportunity to achieve their true potential.
- To communicate regularly with parents/ carers.

Responsibilities of Parents/ Carers

- To support the Behaviour Policy and encourage their children to have high standards of behaviour at all times.

Complaints

If a complaint is made from children:

- All children should be offered the opportunity to explain their actions fully and in private.
- The teacher should listen to the child's explanation and try to determine what actually happened rather than make assumptions.
- The children need to understand what is wrong and why and what the consequence will be.
- They should be clearly shown which aspect of their behaviour is not acceptable.

Complaints from Parents

Parents can make an appointment to see class teachers, phase leaders, Deputy Headteacher/ Headteacher. This is done at the school office or by telephone/ letter.

Exclusion

When making an exclusion the Local Authority policy is followed (see pupil exclusion manual kept in Headteacher's office).

There is no set pattern as to when exclusion is appropriate. A decision to exclude is made on a case by case basis. Usually an exclusion results from escalation of extreme behaviours where other sanctions from the behaviour policy have failed to address the behaviours exhibited in school. However in some cases behaviour is so extreme that exclusion is given immediately. Exclusions can be short term i.e. 1, 2, 3, 4 days at a time. A child may be excluded for a number of short term exclusions. Work is always sent home and an exclusion leaflet and letter explaining the reasons for exclusion. On return to school at Cotwall End the child is always welcomed back by Head and / or Deputy.

Exclusions can be triggered by behaviours such as:

- Violence to a teacher or other adult working with children
- Violence to other children
- Health and safety issues to pupil involved and / or other pupils
- Gross defiance to all adults within school including refusing to co-operate with senior staff, deputy and/or Head teacher.

Permanent exclusion

In a situation where the behaviour policy and short term exclusions are having no positive impact then a pupil may be permanently excluded. In such serious cases advice is sought and guidance followed from the Dudley LA Exclusion Unit. When a child is permanently excluded the LA is duty bound to find alternative arrangements for the permanently excluded child.

Penalty Notices

Parents/Carers can be issued with Penalty Notices if a pupil who has been excluded contravenes the details set out in the Exclusion Letter as to their whereabouts during school hours throughout the duration of that Exclusion.

Use of Reasonable Force

It may be necessary to use reasonable force to control or restrain a child for their safety and the safety of others, to prevent them from hurting themselves or causing disorder. We have the legal power to use reasonable force in these circumstances. Trained members of staff are able to use restraint techniques in accordance with 'Team Teach'.

Policy Maintenance

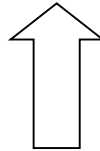
To be reviewed annually



Cotwall End's Flow Chart for Classroom Behaviour

Any pupil that has been green all week will receive a gold raffle ticket for a prize draw in Friday Morning's assembly

Unacceptable Behaviours including but not limited to: Disruptive behaviour, swearing, physical or emotional harm and threatening behaviour.



Serious Incidents including but not limited to: Cyber Bullying, Fighting/Assault, Deliberate Threatening Behaviour, Theft, Verbally Abusive to Staff, refusal to follow directions (safety issue).

Green
Up to 2 verbal warnings given
Revisit the school values and shared expectations and recommit to these.



Serious Incident



Amber
If behaviour continues
Student to be removed from immediate situation eg- sit at the time out table for 5-10 minutes in classroom to think about behaviour.

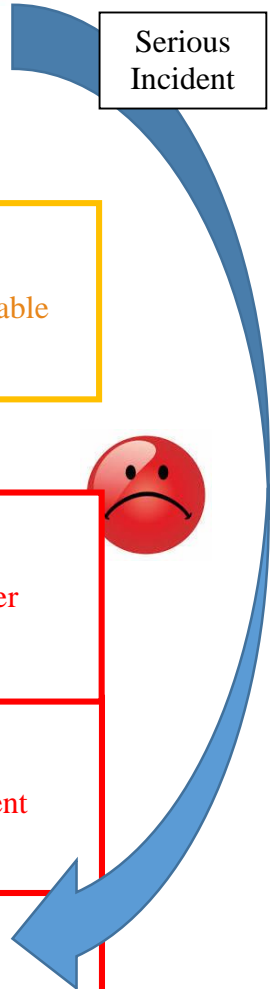


Red
If behaviour continues
Student removed from the classroom to sit at the timeout table of another member of staff.

Red
If behaviour continues
Student will be sent to a member of SLT or a member of SLT will be sent for.

Red or Serious Incident
If behaviour continues
Student will be seen by the Deputy Headteacher or the Headteacher and parents may be contacted. The pupil may also be sent home.

SENCO may write an individual behaviour plan and refer to outside agencies.

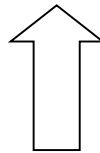


Cotwall End's Flow Chart for Behaviour on the Playground



Any pupil that has been green all week will receive a gold raffle ticket for a prize draw in Friday Morning's assembly

Unacceptable Behaviours including but not limited to: Disruptive behaviour, swearing, physical or emotional harm and threatening behaviour.



Serious Incidents including but not limited to: Cyber Bullying, Fighting/Assault, Deliberate Threatening Behaviour, Theft, Verbally Abusive to Staff, refusal to follow directions (safety issue).

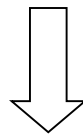
Green
Up to 2 verbal warnings given
Revisit the school values and shared expectations and recommit to these.



Serious Incident



Amber
If behaviour continues
Student to be removed from immediate situation eg- stand by the 'time out' sign to think about behaviour. Amber card issued card for student to give to their Class Teacher. Student's name recorded.



Red
If behaviour continues
Student issued with a Red card, name recorded and sent to a member of Senior Leadership Team (SLT) or a member of SLT sent for. Student's playtime may be ended by the member of SLT.



Red or Serious Incident
If behaviour continues
Student will be seen by the Deputy Headteacher or the Headteacher and parents may be contacted. The pupil may also be sent home.

SENCO may write an individual behaviour plan and refer to outside agencies.

