

HIGHCLARE SCHOOL

BEHAVIOUR POLICY

Highclare School is committed to providing a caring, stimulating and secure environment in which staff and pupils can work and play safely. This ethos is consistent with two of the School's aims:

- To motivate each learner to achieve his/her full all round potential
- To develop the values of self-respect and self-discipline, alongside tolerance and respect for others and the environment.

Aims of this Policy

- To encourage pupils to behave appropriately in any given circumstance.
- To ensure that a high standard of behaviour is maintained in accordance with the School's Codes of Conduct.
- To encourage pupils to be responsible, honest and caring.
- To acknowledge that the maintaining of good behaviour within the school is a shared responsibility.
- To ensure that all staff are consistent in their application of the School's rewards and sanctions procedures.

Role of Staff

All staff support the School ethos of praise and encouragement to promote positive attitudes by using praise as a priority and wherever applicable. The School acknowledges that effective teaching and learning can only take place in a well-ordered environment. Promoting positive behaviour requires the commitment of all staff and pupils and consistency of practice is needed across the whole school to ensure that pupils know the standards of behaviour expected of them.

Rewards

Highclare School rewards positive behaviour, as it believes that this will develop an ethos of kindness and co-operation. This policy is designed to promote and acknowledge positive behaviour rather than merely deter anti-social behaviour. Rewards have a motivational role in helping pupils to realise that positive effort and behaviour are valued. The reward system, which is age appropriate, is clearly defined in the relevant handbooks and EYFS Policies and Procedures.

Sanctions

Discipline is seen to be the responsibility of all staff and pupils, whether in the classroom or generally around the school. Incidents of poor behaviour should never be ignored but should be dealt with immediately where possible.

When a pupil breaks the School's standard of behaviour, a warning will generally be issued in the first instance. Sanctions will be taken which are age appropriate, but for most pupils a warning is sufficient and the problem is normally rectified. However, if a warning is not heeded, or the offence is of a more serious nature, staff will then initiate the appropriate procedures as outlined in the relevant handbooks and EYFS Policies and Procedures.

Expectations of the School community

Staff and Governors	Pupils	Parents/Carers
To lead by example	To respect, support and care for each other both in school and in the wider community	To be aware of and support the school's values and expectations
To be consistent in dealing with pupils	To listen to others and respect their opinions	To ensure that pupils come to school regularly, on time and with the appropriate uniform and equipment.
To encourage pupils to value the aims of the school and apply them.	To attend school regularly, on time, ready and equipped to learn and take part in school activities	To keep pupils at home when they are ill and to provide the school with a verbal and/or written explanation of the reasons for any absence
To have high expectations of the pupils	To take responsibility for their own actions and behaviour	To take an active and supportive interest in their child's work and progress
To meet the educational, social and behavioural needs of the pupils through an appropriate curriculum and individual support	To do as instructed by all members of staff (teaching and non-teaching) throughout the school day	To provide the school with an emergency contact number
To encourage regular communication between home and school	To be tolerant of others, irrespective of race, gender, religion, ability and age	To be aware of events and activities which have been organised to enrich the educational experience of the pupils and encourage participation.

Exclusion

On the very rare occasion that the behaviour of a pupil is such that it brings the school's reputation into disrepute, seriously flouts the disciplinary code or brings about severe and persistent bullying, then that pupil's parents maybe asked to remove their daughter / son. This would be the last resort after a range of age appropriate measures have been tried to improve the pupil's behaviour.

Prior to this step being taken, the Headmistress will discuss this situation with the Chairman of the Board of Governors, who will discuss it with some other members of the Board. If they agree with the Headmistress, the pupil will be permanently excluded.

The parents of the pupil may appeal against this decision in which case the decision will be reviewed by a sub-committee of Governors who were not involved in the original case. The pupil / parents will be given adequate opportunity to state their case and the hearing will take place within two weeks of the original decision.

Policies linked with this Policy:

- PSHE
- Safeguarding
- Curriculum and Teaching
- Anti-Bullying
- Equal Opportunities
- Restraint
- Disability
- EYFS Special Educational Needs and Disability
- TOPS Behaviour

Written by:	Confirmed by:	Adopted by the Board:	Review Date:
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