

CECIL ROAD PRIMARY & NURSERY SCHOOL

**POLICY FOR
DISCIPLINE & BEHAVIOUR**

Discipline and behaviour policy

The aim of our discipline and behaviour policy is to ensure that all children learn the value of self-discipline and learn to have respect for those different from themselves.

Strategies for implementing the discipline and behaviour policy

1. By establishing clear rules for the conduct of all children in our school and in our classes.
2. By fair and consistent treatment for all our children.
3. By explaining that bullying or intimidation of any kind will not be tolerated.
4. By the involvement of all staff, teaching, non-teaching and mid-day supervisors, in our discipline and behaviour policy.
5. By the involvement of parents throughout their children's education at Cecil Road County Primary School.

The school's discipline and behaviour policy is based on the principles adopted by all good teachers that it must be clear, consistent and fair. Children who behave well, and this is always the great majority, must be praised and rewarded. Children who choose to break the rules must know the punishments. The rules apply to classroom, school hall, library, music room, language room and playtime and lunchtime activities.

School rules

1. Follow instructions at all times.
2. No bad language or provoking others i.e. name-calling or racial abuse.
3. Physical injury to others, children and adults, is unacceptable.
4. No fighting or play-fighting.
5. All school property must be respected.
6. Running in school is forbidden, children must walk.
7. Talking is permitted, shouting is not.
8. A high standard of behaviour is expected at all times, especially when speaking with other people.

- Children who follow the rules can win stars, stickers and Headteacher's awards.
- Children who break rules will be punished.
- The teaching staff are responsible for discipline within his or her class in the first instance.
- All behaviour will be dealt with by the teacher in charge.
- Children will only be restrained in order to protect the safety of themselves, others and property.
- No discipline and behaviour policy can succeed unless the home and the school work together.
- It is very important that parents work in partnership with the school and support the teachers in their discipline programme.
- Parents will be expected to contribute to repairs for deliberate vandalism or breakages.

It is the Headteacher's statutory duty under the Education Acts to decide how acceptable standards of behaviour are going to be achieved. The Headteacher and staff at Cecil Road County Primary School are establishing a climate of discipline and rules of accepted behaviour throughout the school. This policy can only be successful if there is consistency of application from all staff, teaching, non-teaching and mid-day supervisors. Effective discipline can only be established if the child can expect the same reaction from all members of staff to any particular misdemeanour. Staff must also feel that in any matter of discipline carried out relating to the policy, they will have the full support of the Headteacher or Deputy Head. No discipline and behaviour policy can succeed unless the home and school work together. It is very important that parents work in partnership with the school and support the teachers in their discipline programme.

Aims and objectives of the policy

- To develop a whole school policy on discipline and behaviour which is clearly understood by pupils, parents and all school staff.
- To develop a positive attitude to an understanding of others.
- To develop respect for adults and authority within and outside the school.
- To establish rules and the realisation that rules are for the benefit of the community as well as the individual.
- To encourage individual and group self-discipline.

Principles to be established

- Children who behave well, and this is always the great majority, must be praised and rewarded. They can win stars, stickers, merit awards and Headteacher's awards. We must develop a good balance between reward and punishment and both should be clearly specified.
- All rules should be applied consistently by all members of the staff (there should be flexibility in the use of punishments to take account of individual and mitigating circumstances).
- Pupils should learn from experience to expect fair and consistently applied punishment for all behaviour which makes a distinction between serious and minor offences apparent.
- All pupils due to be disciplined will be listened to and the facts of a situation will be established before the punishment is delivered, either by the class teacher or the Headteacher.
- All pupils should be encouraged to be truthful and honest at all times.
- Good discipline begins with the individual in a well-structured, calm, purposeful atmosphere of a classroom with a good teacher, delivering an interesting and well-planned curriculum.

The curriculum and classroom

- Planning, delivery and evaluation of the curriculum should recognise that the quality of its content and the quality of teaching and learning methods through which it is delivered are important influences on pupils' behaviour.
- A noisy classroom can produce disciplinary problems.
- Teachers should only accept a working level of noise in a class. This will benefit you as well as your children.
- Try to avoid sending a child out of the class to stand outside your room. That child is immediately outside your control and does not do the work you are requiring of him, which may be his aim. You could send him or her to another teacher or to the Headteacher with his or her work.
- When addressing you, every child should use your surname. It tends to avoid the possibility of rudeness or off-hand comments. If they do not use your name, the word "pardon" said immediately is all that is necessary.
- Always insist on "please" and "thank you" and general good manners at all times. Insist that adults are made way for and doors held open.
- The bell is an indication to you and not the children. They must not react to the bell or leave the classroom until you instruct them.
- At the end of a session bring the class to silence, sitting quietly and checking the tidiness of the room before dismissing them.
- Do not leave children unsupervised in the classroom. If anything happened you would be held responsible.
- Do not leave children changing for games or PE unsupervised.
- If a child fails to complete work in class time and you wish them to finish, bear the mind the following points:
 - a) Some children prefer to stay in;
 - b) Some children need to run off excess energy;
 - c) Ensure that the child knows exactly how much work is required.

- One child must never be allowed to disrupt a class. If all the usual measures fail, immediately send for the Headteacher or Deputy Head who will remove the child and will make him realise it is by far the better option to stay in the class.
- Punishment for whole groups should be avoided (find a culprit).
- Avoid any stimulating punishments at all costs.
- Never threaten anything you cannot or are not willing to carry out. You as the teacher can only lose.
- Always make sure that children are rewarded at some time by giving them stars, stickers or merit awards.
- One word in class should bring your children to immediate silence and attention.
- Discipline in your class is your responsibility.
- Around the school it is a group responsibility (everyone must pull together regarding discipline and behaviour).

Playground

- While on duty in the playground you are the responsible person. Simple rules:
 - No bad language or provoking others, i.e. name-calling
 - No racial abuse
 - No fighting or play-fighting
 - All school property must be respected
 - No dangerous games
- It is important that you are outside as soon as possible at the beginning of playtime.
- If you feel there is an excess of stupidity then stop the play by blowing your whistle or ringing the bell. Ensure the children are still and are listening and express your concern.
- In an emergency call for assistance and inform the Headteacher or Deputy Head.

- On hearing the bell or whistle at the end of playtime/lunchtime, all children should line up properly and walk in a single file on your command.
- Any child who is causing concern and annoyance to other children will be reported and they should be made aware of their anti-social behaviour and told how to improve their behaviour.
- During wet playtimes/lunchtimes children are expected to be sited in their own classroom and not moving around the school. The Headteacher will help when available.

If the rules are broken or incidents occur during playtimes or lunchtimes, these will be reported and dealt with by the class teacher and also recorded in the Junior and Infants playtime book.

Key Stage 2

- If a child's name appears three times in the book, they will receive a detention.
- If a child receives two detentions they will be warned that a third detention will result in the Headteacher writing to their parents (parents may be sent a letter to discuss behaviour and discipline before the third detention and depending on circumstances).
- Children may go on to a Headteacher's Report at any time depending on circumstances but definitely after two detentions.
- If behaviour of an individual has not improved parents will be informed of the consequences, i.e:
 - i. Detention after school;
 - ii. Going home to lunch;
 - iii. Suspension from school.

Around the school

- Keeping the school litter free and clean is a community responsibility, not the responsibility of the caretaker alone.
- Staff and pupils are encouraged to notice and report damage and graffiti as quickly as possible.
- Damage to the premises or equipment is considered as a serious offence and will be dealt with by the Headteacher.
- Attractive and tidy displays of children's work in public areas, i.e. library, hall, corridors, and classrooms increases a child's self-esteem and fosters a sense of responsibility for the school.
- All staff are responsible for bringing children to and from assemblies.
- Children should always walk on the left side of corridors and on the left side of stairways.
- Children should walk across halls and along corridors, not run.
- When classes are moving about the school they should be supervised at all times by their teacher. They should be told to stop at convenient places in order to remain in the sight line of the teacher at all times.
- All classes should move silently around the school.
- All classes should enter and leave assembly in silence. Children who talk will be punished.
- If children are working unsupervised outside the classroom, i.e. library, cookery room, music room, activity areas, then it is the class teacher's responsibility to check upon the children periodically.
- Multi-cultural awareness and equal opportunities are identifiable in many cross-curriculum teaching themes and must be used to promote the attitudes on which respectful and tolerant behaviour are based.
- Headteacher assemblies must always be used to discuss examples of anti-social behaviour of individuals and to encourage peer group pressure for acceptable behaviour and self-discipline.

Bullying and racial harassment

- We should all be alert to all signs of bullying or racial harassment whether oral or physical. It should be reported to the Headteacher.
- All pupils should be encouraged to inform on cases of bullying or racial harassment to their class teacher.
- Teachers must be aware that this can happen in classrooms as well as the playground and outside of school.

Out of school

- A high standard of behaviour and discipline must prevail on all educational visits (day and residential).
- All children should be supervised at the start and at the end of the day and when they leave the school buildings. It is very important that they leave the building in a proper, orderly manner.
- When children are walking home in school uniform they reflect the school's reputation and should be expected to behave accordingly.

Support staff (including mid-day supervisors)

- Support staff and supervisors should be given adequate training in the management of pupils' behaviour inside and outside of the school.

Changes to be introduced to tackle indiscipline, promote good behaviour by pupils and help raise standards

- It will be lawful for Headteachers and other authorised staff to use reasonable force to prevent a pupil from committing an offence, causing injury or damage or disrupting good order and discipline.
- Detentions will be introduced after school on disciplinary grounds.
- Headteachers will be able to exclude a pupil for a fixed period of time, 45 days.

Bullying

What is bullying?

“Very simply, bullying happens when a person is subjected to repeated aggressive acts over a period of time by another person or persons”.

If bullying happens to adults it would be called harassment, assault, mental cruelty, criminal damage, racial abuse, sexual abuse and so on. Bullying can involve physical or verbal attacks, name-calling, malicious gossip, damaging or stealing the property of another child or coercing the child into acts which they do not wish to do.

In order to make sure that bullying is not a problem in this school, I stress that:

- Physical or verbal abuse is not allowed;
- Children should be kind to each other;
- Any child who feels he or she is being bullied must tell their class teacher;
- Parents who feel that their child has a problem of this kind must contact the school.