

Behaviour Policy Addendum Sept 2020

At St. Clare's Catholic Primary School, we aim to maintain a secure, caring and stimulating environment in which children are encouraged to have respect for themselves and each other. Whilst expectations in our Behaviour Policy remain pertinent, it is necessary, in light of the COVID-19 pandemic, to make some adjustments for the safety of all pupils and staff. These adjustments outlined below are to be used in conjunction with and read alongside the Behaviour Policy.

Rewards

The happy/sad chart system will continue to be used during Covid-19. Ticks on the chart will be added by the class Teachers and Teaching Assistant. However, where a reward involves the child leaving their seat and/or the class room these will not be taking place at this time and will be a welcomed opportunity to praise individuals with additional rewards for good work, attitude or good behaviour and will be given additional recognition by the Leadership Team at an appropriate time, when these are brought to their attention. Above all praise and encouragement should be used as much as possible. Walking around school to show their work to the Head Teacher or other adult for acknowledgement and praise during this time **will not** be permitted.

Behaviour in school

If a child's behaviour is deemed high risk, for example, refusing to adhere to safety measures, such as, hand washing, social distancing, remaining in their 'bubble' or deliberate behaviours that put themselves and or others at risk, such as spitting or deliberately coughing at people, the following sanctions and disciplinary procedures could be used:

- Conversation(s) with pupil(s) which could include a verbal warning, moving seats (*under the direction of the class teacher*) if logistically possible and other behaviour management strategies in line with our current behaviour policy.
- Once all appropriate behaviour management strategies have been exhausted, contact should be made with pupil's parent/carer.
- If the health and safety of other pupils and staff members are put at risk by the pupils not adhering to social distancing measures and or any of the government guidelines in place at the time, then the parent/carer will be expected to collect the pupil and a fixed term exclusion will be applied in line with Exclusion guidance.

Walking around school during this time **will not** be permitted and as such the sanctions that involve a child being moved to an alternative location will not be in place during this time. If additional assistance is required at any time, then one of the adults in the classroom should seek this from the behaviour officer in the first instance and then a member of SLT if deemed necessary.

Behaviour Management – 'Happy & Sad Side' Chart

The usual system of sanctions available in class is the 'happy/sad side' chart for the day. (There are occasions when sudden extreme behaviour occurs or when a child has individual targets from mentors or as part of an individualised behaviour contract that this is not appropriate). However, it forms the basis for the management and application of sanctions for poor behaviour at St Clare's School. Ticks are placed against a child's name on the 'sad side' for demonstrating behaviour contrary to the class/school rules.

- 1 tick** in a day results in a **reminder** warning to the child. (**NB** 1 tick **follows initial** verbal warning)
- 2 ticks** in a day results in time out (5 mins Keystage 1, 10 mins Keystage 2) in a specific place **within** the class.
- 3 ticks** in a day results in a **lunchtime detention notified to the Welfare & Behaviour Officer via email (just a quick message with the name of the child and a reason) and followed up with a completed Behaviour Report Form - <https://bgfl.sharepoint.com/:w/s/stclare/Staff/EUQ5IFUE-31Jp67nNFelf6sB4WQ4B6njVUcptZGBRyM7vw?e=M1zUBr>**
- 4 ticks** in a day results in **child's parents informed by teacher** via telephone or email.

5 ticks or more in a day results in the involvement of an Assistant Head, who may in turn refer the matter on to the Headteacher. Parents will also be informed by the teacher (though an Assistant Head may communicate with parents themselves, in which case the teacher will be informed that there is no requirement to call the parents).

NB – The sanctions above are cumulative. i.e. – if a child gets 2 ticks and has time out in the classroom – then a further tick during that day will lead to a detention etc.

If a child receives 3 detentions within a half term the behaviour officer will contact the parents to talk through the behaviour. Repeated detentions then may result in an after-school detention until 4pm with the behaviour officer.

The above is a whole school strategy and needs to be consistently used across the school by all members of staff for it to be the most effective. If you do not use the in class sanctions effectively and consistently then it is difficult to have the evidence to show parents that their child's behaviour in class is not appropriate.

Detention – Detention is at lunchtime and lasts for the entire lunchtime (after the child has eaten their meal). It is as a result of 3 ticks on the sad side (given by class teachers), or in response to an incidence of extremely poor behaviour to the Assistant Head or Head). Detention is not for children to finish work. If staff, wish to keep children in to finish work, they must arrange to supervise this themselves.

The system operates as follows:-

- The Welfare & Behaviour Officer records the names of any children in detention and the reasons why.
- Children must have their lunch before attending Detention. During detention the children will sit in silence and do nothing.
- Detention will be supervised by the Welfare & Behaviour Officer each day and will last for the whole of lunchtime.
- If a child is given 3 detentions in a half term, the Welfare & Behaviour Officer will telephone the parents to discuss their child's behaviour.
- Persistent bad behaviour can result in a lunchtime exclusion in consultation with parents [or an afterschool detention](#).

Record keeping – if a child regularly gets 2 or 3 ticks during the course of a day, teachers should discuss this with the parents. This conversation will determine whether the situation is monitored for a given period, or whether the child is referred to the Welfare & Behaviour Officer for assessment regarding further support.

Any serious incident (in class, 4 or more ticks; or the equivalent level elsewhere in school or on the playground; or any threatening, aggressive, racially motivated or sexualised behaviour) is to be recorded within 24 hours – usually by the class teacher – this should be recorded on the 'Record of Behaviour Incident Form and sent to the WBO. The record will be given an incident number and logged on the computer.