



Diocese of Salisbury
Academy Trust
'Beyond expectations for all of God's children'



Archbishop Wake
CE Primary School

Aim high, believe; Fly high, achieve.

BEHAVIOUR POLICY

Policy Date: July 2024

Review Date: July 2028

This policy is to be adapted by each school

Happiness, Perseverance, Co-operation, Kindness, Courage, Honesty and Respect.

‘Children are not born with an understanding of the rules of acceptable behaviour – they have to learn them and need adults to help them do this.’ – Unknown

1. Introduction

The Diocese of Salisbury Academy Trust (DSAT) and its academies, have a duty to safeguard and promote the welfare of children and to create and maintain a safe learning environment. Each Academy recognises the importance of a behaviour curriculum and policy, that sets out the behaviour expectations of all pupils in DSAT Academies and aims to explain to teachers the powers and duties they have in respect of pupil behaviour. Staff understand the need to educate pupils about behaviour, to support their growth as respectful, law-abiding citizens. A strong and clear policy on behaviour is essential when supporting staff who manage behaviour in our Academies on a regular basis, including rewarding and sanctioning pupils.

This policy is for all staff and volunteers in DSAT Academies and is compliant with statutory guidance on Keeping Children Safe in Education and Discipline and Behaviour in Schools.

2. Aims of the Policy

2.1 Our aim is:

- To create an environment that encourages and reinforces good behaviour in line with Christian values;
- To define acceptable standards of behaviour;
- To encourage consistency of response to both positive and negative behaviour;
- To promote self-esteem, self-discipline and positive relationships;
- To ensure that the Academy’s expectations and strategies are widely known and understood;
- To encourage the involvement of both home and the Academy in the implementation of this policy;
- The adults encountered by the pupils at the Academy have an important responsibility to model high standards of behaviour, both in their dealings with the pupils and with each other, as their example has an important influence on the pupils.

2.2 As adults we should aim to:

- Create a positive climate with realistic expectations;
- Emphasise the importance of being valued as an individual within the group;
- Promote, through example, honesty and courtesy;
- Provide a caring and effective learning environment;
- Develop trusting relationships based on kindness, respect and understanding of the needs of others;
- Ensure fair treatment for all regardless of age, gender, race, ability and disability;
- Adults should seek to understand the whole child and their behaviour within the context of their life experiences.
- Show appreciation of the efforts and contributions of all.

3. Approach

- To involve all of the Academy community in making and celebrating the behaviour expectations through a clear and progressive behaviour curriculum
- To ensure that everyone knows and practises the core values and vision of the academy
- To regularly use a variety of strategies to discuss and promote high standards of behaviour
- To use praise to promote self-esteem, using this to reward kindness shown for others, for consistent good manners, good effort and high standards of achievement
- To ensure that all staff are conscious of the example they set the whole time
- To focus on the child’s behaviour and not the child him/herself

Happiness, Perseverance, Co-operation, Kindness, Courage, Honesty and Respect.

- To seek guidance from outside agencies when extra support is needed
 - To take ownership of behaviour issues
 - To actively teach pupils and adults about behaviour
 - For all staff to feel supported by leaders in Academies and at Trust level when managing persistent challenging behaviour.
- 3.1 We believe it is important that the Academy provides a clear and consistent approach to behaviour which can be adopted by staff, pupils and parents. All members of the Academy community have the right to feel safe and well respected. Everyone is expected to show courtesy and tolerance for others and to behave in a responsible manner.
- 3.2 We aim to establish a caring ethos where the quality of all relationships is positive. Children feel valued in relationships at all levels. All interactions within the school community are underpinned by the Academy's vision and values. All stakeholders consistently use the language of the academy.
- 3.3 We understand that exceptionally positive behaviour lies in the behaviour of adults and their ability to create a culture of certainty. We recognise the importance of consistent adult behaviour when managing the behaviour of children. All adults in the learning environments should hone certainty around behaviour expectations, to ensure expectations of behaviour are respected and unquestioned. Model shifts in adult behaviour to have the greatest impact:
- Deliberately notice something new about each child.
 - Focus positive attention on effort, not achievement.
 - Avoid telling children how their negative behaviour makes you feel.
 - Avoid shouting.
 - Introduce and develop non-verbal cues.
 - Focus positive praise on those going beyond expectations.
 - End each lesson or session with positive reflections and reinforcements.
- 3.4 We recognise the importance of explicitly training children to develop self-discipline and self-regulation. We provide opportunities to teach this and for them to make independent choices and become increasingly responsible for their own actions.
- 3.5 At Archbishop Wake CE Primary School, we communicate and model the behaviours and qualities we wish to see in our school community through our school vision and values. Our approach at Archbishop Wake is underpinned by Paul Dix's approach: 'Ready, Respectful, Safe.'
- "RRS (Ready, Respectful, Safe) works because it is a memorable set of three and strikes the right balance between rules and values." Paul Dix, P168, When the adults change, everything changes.

This approach is intrinsically linked to the school's rainbow values:

Happiness, Perseverance, Co-operation, Kindness, Courage, Honesty and Respect.

Our Rainbow Values Charter

Aim high, believe; Fly high, achieve.

 Our key school value is **Happiness**.
We aim for everyone in our school to be **happy**
by following our **Rainbow** Values Charter.


Perseverance - We try our hardest in all that we do; we challenge ourselves and never give up.


Co-operation - We work as a team; we help each other; we listen to each other and do our best to get along.


Kindness - We look after each other and we make sure we are **kind** in all we say and do.


Courage - We are not afraid to try new things, or tell someone if we have a problem.


Honesty - We always tell the truth. We say sorry when we make mistakes and try to learn from them.


Respect - We always try to be the best we can be and treat each other with **respect**. We celebrate our uniqueness and differences.



4. Rewards

- 4.1 Our emphasis is to recognise, promote and reinforce good behaviour, rather than on sanctions. Rewards are central to all that we do and we look to utilise a range of ways to reward good behaviour. We recognise the importance of public recognition through our reward systems, the importance of notifying parents/carers and the importance of keeping under review the balance between the use of rewards and use of sanctions.
- 4.2 We believe that rewards have a motivational role, helping pupils to see that good behaviour is valued. The most common reward is praise, to individuals and groups. It is earned by the maintenance of good standards as well as by particularly noteworthy achievements. This is as true for adults as for pupils.

At Archbishop Wake, we reward through House Points and Value Tokens and Certificates.

Happiness, Perseverance, Co-operation, Kindness, Courage, Honesty and Respect.

House Points are awarded to pupils for academic achievement, progress and effort. A range between 1 to 3 house points can be awarded, with three house points for exceptional effort, achievement and progress.

Value Tokens and Certificates are awarded to pupils for living the school values; showing the values through their actions:

 Archbishop Wake CE Primary School <i>Aim high, believe; Fly high, achieve.</i> <i>Values Award</i> <i>has earned a value token today for showing the Rainbow Value of:</i> <i>by:</i> <i>Happiness, Perseverance, Co-operation, Kindness, Courage, Honesty and Respect.</i> Signed: _____ Date: _____

In addition to this, pupils can add their Value Token to their House Team's collection box, which is in the main school entrance area:



At the end of each term, house captains count and analyse which values have been shown across the school by the pupils.

The values also positively support the school Lunchtime Charter:

Happiness, Perseverance, Co-operation, Kindness, Courage, Honesty and Respect.



Archbishop Wake
CE Primary School

Lunchtime Charter

Aim high, believe;
Fly high, achieve.

Happiness :

Greet everyone with a big smile.



Perseverance :

If you don't like your dinner, try it at least 3 times.
Try and eat as much as possible so you don't waste food.

Cooperation :

Help the staff tidy up. Work together as a table to make sure the staff are respected.

Kindness :

Ask if the staff need any help. Make sure we use kind hands and words when playing outside.

Courage :

Try new foods. Ask to play with new friends.

Honesty :

We will always tell the truth if we do something wrong.



Respect :

Keep food on your plate or in your lunchbox.
Clean up after yourself - Ask politely for a dustpan and brush, pack away your own plates, cups and utensils.
Stop and listen to the staff when asked.
Always use your manners.



Both the school values and the expectations of behaviour were created with the input of all of the stakeholders of Archbishop Wake. These values and expectations are discussed 'Aim high, believe; Fly high, achieve,' and contextualised throughout learning opportunities, acts of collective worship and through all aspects of our pupils' school experience.

Each week, the school celebrates pupil achievement through Collective Worship in its Friday, Special Achiever Assembly. Pupils are nominated by their class teacher, or their class, for an award to celebrate their hard work.

Happiness, Perseverance, Co-operation, Kindness, Courage, Honesty and Respect.



The school's vision extends to all stakeholders – to everyone in the Archbishop Wake community – our aspiration for everyone is to flourish and be happy.

5. Sanctions

'Punishment doesn't teach better behaviour, restorative conversations do' – Paul Dix

- 5.1 When discussing behaviour incidents with children, the behaviour of the adult lies at the heart of it all. It is important that all adults talk to them with a quiet, calm and non-confrontational voice while ensuring body language is positive, kind and un-intimidating. Conversations should be had in open spaces where adults sit next to, walk with or play with a child, creating space for honest reflections. All children should be given the opportunity share their viewpoint.
- 5.2 It is important not to say, "Why did you do that?" We encourage adults to work through the following questions based on 'The Restorative Five':
 1. What happened?
 2. What were you thinking at the time and what have you thought since
 3. How did this make people feel?
 4. Who has been affected?
 5. What do you need to do now so that the harm can be repaired?
- 5.2 Although rewards are central to the encouragement of good behaviour, realistically there is a need for sanctions to register the disapproval of unacceptable behaviour and to protect the security and stability of the Academy community. In an environment where respect is central, disapproval, is a powerful sanction.
- 5.3 The use of sanctions should be characterised by certain features:
 - It must be clear why the sanction is being applied;
 - It must be made clear what changes in behaviour are required to avoid future sanctions;
 - Group sanctions should be avoided as it breeds resentment;
 - There should be a clear distinction between minor and major offences;
 - It should be the behaviour rather than the person that is punished.
- 5.4 Communication with families should be regular and consistent. Parents/carers should be made aware of behaviour concerns and incidents at every step.

Happiness, Perseverance, Co-operation, Kindness, Courage, Honesty and Respect.

- 5.5 The following sanctions are permitted for use in the Academy:
- Non-verbal warnings;
 - Informal verbal warning that is not recorded;
 - Formal verbal warning that is recorded;
 - Time out in the classroom;
 - Time out outside the classroom environment supervised by another member of staff;
 - Letter home to parents;
 - Separate supervision during break or lunchtime.
- 5.6 In extreme circumstances, fixed term suspensions or permanent exclusions will be considered in line with the Exclusions Policy.

6. Monitoring and Evaluation

- 6.1 All sanctions more serious than informal verbal warnings will be recorded and monitored to provide the Academy with regular information on how effectively the behaviour policy is working. The Academy will also monitor to ensure that rewards and sanctions are distributed fairly. Data will be analysed by:
- Gender
 - Ethnicity
 - Vulnerable pupils (to include PP eligible and SEND)
 - Age
- 6.2 This work forms part of our policy on Equal Opportunities.
- 6.3 Home / School agreement:
- Where and academy has this in place, every parent is expected to sign the Home / School agreement when their child starts at the Academy as an indication of the partnership between home and the Academy. This agreement should be re-issued to parents regularly to remind them and their children of its importance.
- 6.4 Academy governors and the Trust Board will monitor against this policy and available behaviour data to ensure its successful implementation.

7. Pupils' Conduct Outside the Academy Gates

- 7.1 Staff have the power to discipline pupils for misbehaving outside of the school premises 'to such an extent as is reasonable'.
- 7.2 Non-criminal behaviour and bullying which occurs off the school premises and which is witnessed by a staff member or reported to the school are sufficient grounds for sanctions to be imposed on all pupils who are involved.
- 7.3 Staff may sanction pupils for inappropriate behaviour in the following circumstances:
- Misbehaviour when the pupil is taking part in any school-organised or school-related activity;
 - When travelling to or from school;
 - When wearing school uniform;
 - When identifiable as a pupil at the school;
 - When behaviour at any time could have repercussions for the orderly running of the school;
 - When the student poses a threat to another pupil or member of the public;
 - When behaviour could adversely affect the reputation of the school.

Happiness, Perseverance, Co-operation, Kindness, Courage, Honesty and Respect.

- 7.4 In all cases of misbehaviour, the teacher can only sanction the pupil on school premises or elsewhere when the pupil is under the lawful control of the staff member.

8. Detention

- 8.1 Staff have the authority to issue a detention to pupils.
- 8.2 Staff must make sure pupils and parents are aware that detentions (including detention outside of school hours) is used as a sanction.
- 8.3 The times outside normal school hours when detention can be given (the 'permitted day of detention') include:
- Any school day where the pupil does not have permission to be absent;
 - Non-teaching days - 'training days', 'INSET days' or 'non-contact days'.
- 8.4 The Headteacher can decide which members of staff can give pupils detentions. For example, they can limit the power to senior leaders or they can decide that all members of staff, including support staff, can impose detentions.

9. Confiscation of Inappropriate Items

- 9.1 There are two sets of legal provisions which enable school staff to confiscate items from pupils:
- 9.1.1 The **general power to discipline** - enables a member of staff to confiscate, retain or dispose of a pupil's property as a sanction, so long as it is reasonable in the circumstances. The law protects them from liability for damage to, or loss of, any confiscated items provided they have acted lawfully. The legislation does not describe what must be done with the confiscated item and the school behaviour policy may set this out; and
- 9.1.2 The **Power to search without consent** for 'prohibited items' including:
- knives and weapons
 - alcohol
 - illegal drugs
 - stolen items
 - tobacco and cigarette papers
 - fireworks
 - pornographic images
 - any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property; and
 - any item banned by the school rules which has been identified in the rules as an item which may be searched for.
- 9.2 Statutory legislation sets out what must be done with prohibited items found as a result of a search.
- 9.2.1 A variety of items can be confiscated. Weapons and knives and extreme or child pornography must always be handed over to the police. Otherwise it is for the teacher in consultation with SLT when necessary, to decide if and when to return a confiscated item.

10. Reasonable Use of Force

- 10.1 Members of staff have the power to use reasonable force to prevent pupils committing an offence, injuring themselves or others, or damaging property. Any incidents involving use of force must be recorded and parents/carers should be informed.
- 10.2 Headteachers and authorised Academy staff may also use such force as is reasonable given the circumstances when conducting a search without consent for knives or weapons,

Happiness, Perseverance, Co-operation, Kindness, Courage, Honesty and Respect.

alcohol, illegal drugs, stolen items, tobacco and cigarette papers, fireworks, pornographic images or articles that have been or could be used to commit an offence or cause harm.

- 10.3 The Academy can also identify additional items in their school rules which may be searched for without consent. Force **cannot** be used to search for these items.

‘Behaviour management is a team sport. It needs a team discipline, ethos and look. To get the behaviour you want, there can be no gaps between the adults on what matters. It is this consistency that is most important.’ – Paul Dix, ‘When Adults Change, Everything Changes’

11. Linked policies:

- Individual Academy Behaviour Policy and Curriculum – this can be integrated into this policy with the school’s own detailed arrangements for managing behaviour.
- Keeping Children Safe in Education (latest edition)
- DSAT Exclusions Policy
- DSAT Preventing and Tackling Bullying Policy