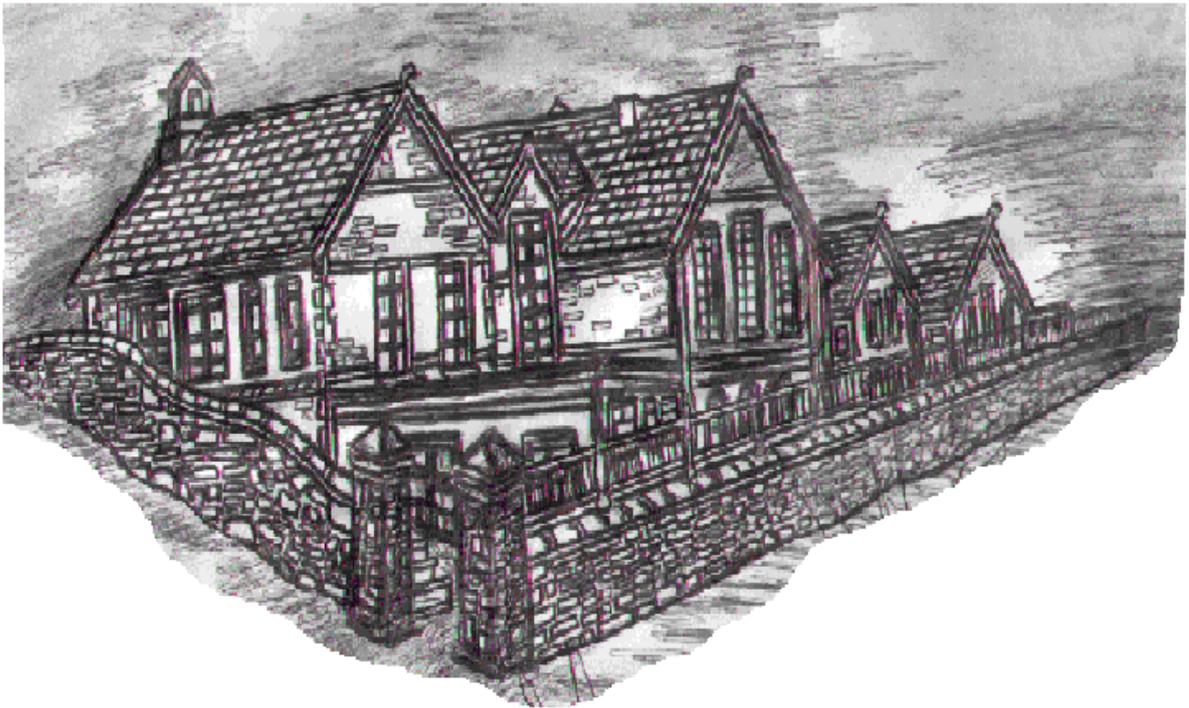


YSGOL GYNRADD GYMRAEG LLWYNCELYN



Policy for School Behaviour and Discipline

POLICY FOR SCHOOL BEHAVIOUR AND DISCIPLINE

Ysgol Gymraeg Llwynceilyn wishes to provide a school environment that is safe and stimulating for the children in our care. In order to ensure that this is so, we have introduced a policy with set procedures to create a calm, secure and happy working environment for all.

We have a Code of Conduct that sets out, in general terms, how we expect our pupils to behave in school and on visits. The Code of Conduct is agreed with the children at the beginning of each school year and periodically throughout the year. All pupils are expected to behave according to the guidelines set out in the Code.

Aims

- ◆ To develop a Behaviour Policy, supported and followed by the whole school community – parents, teachers, children and Governors – based on a sense of community and shared values.
- ◆ To foster a caring, family atmosphere, in which teaching and learning can take place in a safe and happy environment.
- ◆ Through the School Curriculum, to teach moral values and attitudes as well as knowledge and skills. (This will promote responsible behaviour, self-discipline, self-respect and respect for other people and property).
- ◆ To reinforce good behaviour, by providing a range of rewards for children of all ages and abilities, rather than simply to punish bad behaviour.
- ◆ To make clear to children the distinction between minor misdemeanours and serious misbehaviour and the sanctions that will follow any misbehaviour.
- ◆ To resolve behavioural problems in a caring and sympathetic manner as they occur, in the expectation of achieving an improvement in behaviour.

Code of Conduct

- ◆ All members of the school community should respect one another.
- ◆ All children should acknowledge the authority of, and respect, their teachers and other adults.
- ◆ All children should show regard for their fellow pupils.
- ◆ All children should respect their own and other people's property and take care of books and equipment.
- ◆ Ysgol Gymraeg Llwynceilyn expects children to be well-behaved, well-mannered and attentive.
- ◆ Children should walk (not run) within the school.
- ◆ If a child has a grievance against another child, it should be reported to a member of staff, who will take appropriate action.
- ◆ Physical violence is never acceptable, neither is retaliation. Repeated or serious incidents will lead to exclusion.
- ◆ Foul or abusive language should never be used.
- ◆ Children are expected to be punctual.

The School Council also created 'Golden Rules' that are child friendly and discussed regularly with the pupils.

Incentive Scheme

A major intent of this policy is to encourage pupils to exhibit good behaviour; this is reinforced with a system of praise and reward for all children.

Children are awarded for thoughtfulness, being helpful, good work, and so on.

Individual certificates will be awarded throughout the year, for example, when a child in Reception Class is able to dress him/herself for the first time, achievements in swimming, etc.

In addition, each class teacher gives oral or written praise.

Children may display their achievements, both in and out of school, in Assemblies.

Most children respond to a positive approach where their efforts are acknowledged and make considerable efforts to improve their work and, when necessary, their behaviour.

Sanctions

There will be times when children behave unacceptably. Children need to discover where the bounds of acceptable behaviour lie, as this is a part of growing up. A Behaviour Policy should state these boundaries clearly and firmly.

Minor breaches of discipline are dealt with by the class teacher, in a caring, supportive and fair manner, having regard to the age of the child.

Each case is treated individually. Generally, children are reminded that they are responsible for their own actions and that breaking rules has consequences.

Normal sanctions include an oral reprimand and reminder of expected behaviour, loss of free time (such as breaktimes), moving in class to sit alone, writing a letter of apology, and loss of a responsibility.

If the unacceptable behaviour is persistent or recurring, parents become involved. Children might then be placed on a daily or weekly report system, with parents' support, to monitor their behaviour.

Major breaches of discipline are physical assault, deliberate damage to property, stealing, leaving the school premises without permission, verbal abuse, refusal to work, and disruptive behaviour in class. Ysgol Gymraeg Llwynceilyn has a standard procedure for serious breaches of discipline. Failure to improve at any stage leads automatically to the next stage; each stage is recorded by the school.

This type of behaviour is rare at Ysgol Gymraeg Llwynycelyn and it is the duty of the Head Teacher or Senior Management to deal with it promptly, particularly if the problem persists.

Procedures for Dealing with Major Breaches of Discipline

- ◆ An oral warning by the Head Teacher or Senior Management concerning future conduct.
- ◆ Withdrawal from the classroom for the rest of the day.
- ◆ A letter to parents informing them of their child's unacceptable behaviour.
- ◆ A meeting with parents, at which a warning is given about further sanctions, unless there is an improvement in the child's behaviour.
- ◆ If the problem is severe or recurring, exclusion procedures are implemented – after consultation with the Governing Body.
- ◆ A case conference with parents and support agencies.
- ◆ Permanent exclusion, after consultation with the Governing Body and the LEA.
- ◆ Parents have the right of appeal to the Governing Body against any decision to exclude their child.

NB: A particularly serious problem could result in suspending the normal procedure and a child being taken home straight away until a formal decision is made.

Lunchtime Supervision (also applicable to Breakfast Club / After School care).

The Supervisors should maintain order; usually by reminding children of the standard of behaviour expected. Repeated minor problems might result in the child being asked to complete a task. This should defuse the situation. The Supervisor and staff members keep note of children who misbehave persistently. The Supervisors refer misbehaviour to the Head Teacher or the Deputy Head Teacher, if necessary.

The children should treat the Supervisors with the respect due to all adults at Ysgol Gymraeg Llwynycelyn. Verbal or physical abuse is not tolerated.

Serious misbehaviour or repeated disobedience at lunchtime is brought to the attention of the Head Teacher/Deputy Head Teacher. This results in loss of privileges and breaktimes. Parents will be informed if there is no improvement in behaviour and the child will be excluded from the premises at lunchtime or clubs for a period of time. This will be followed, if necessary, by permanent exclusion.

Parents

Parents can help by recognising that an effective School Behaviour Policy requires close co-operation between parents, teachers and children. Parents should discuss the school rules with their child, emphasising that they support the rules. Our Golden Rules are sent home every term as part of our welcome back letter.

Attending Parents' Evenings and parents' functions and by developing informal contacts with school helps to reinforce their support for the Policy. Learning and teaching cannot take place without sound discipline and parents should recognise that staff will deal with behaviour problems patiently and positively.

Care and Control of Children

Staff have a responsibility to provide interesting, challenging and well-paced lessons that motivate and engage the interest of pupils.

Staff should always promote good behaviour through praise and rewards. Staff should never chastise a child physically or verbally belittle.

If there is a need for sanctions, the following may be invoked, depending on circumstances:

- ◆ redirect to another activity
- ◆ talk to the child – discuss what has happened
- ◆ discussion in groups or whole class
- ◆ move the child from the group to work on his/her own
- ◆ repeat work
- ◆ miss breaktime (but must be supervised)
- ◆ Pastoral Care Support Programme
- ◆ remove child from the class – place with Head Teacher or in another class
- ◆ parental involvement
- ◆ daily report
- ◆ sanctions as in Discipline Policy.

Serious incidents are recorded in the Incident or Discipline Book.

Incident Book

This is used to record:

- ◆ any incidents involving a child, or anyone employed in school, resulting in personal injury or damage to property
- ◆ loss, theft, or damage to property
- ◆ any other incidents or matters of a serious nature.

These incidents are ones that might give rise to disciplinary or legal action or become a matter of public interest (for example confrontational incidents, absconding, etc).

Challenging Behaviour

Challenging behaviour can take the form of verbal abuse, physical abuse, assault, defiant refusal, and absconding.

Preventative Strategies

See sanctions above and Discipline Policy procedures.

Intervention

If a child attacks another child or adult violently and refuses to calm down, then physical restraint is necessary. Our school has a physical restraint policy that supports our Behaviour policy.

Behaviour Modification Policy

At Ysgol Gymraeg Llwynceilyn, the majority of children behave well. There are, however, occasions when individual children exhibit behaviour that is unacceptable. As part of our Discipline Policy of rewards and sanctions, all staff use behaviour modification strategies to change an individual child's behaviour. This may mean external support from our Access and Inclusion Team.

Each child is unique, so we investigate the cause of the misbehaviour and apply an appropriate remedy.

Various rewards are used to reinforce positive behaviour:

- ◆ change in classroom organisation
- ◆ using different resources
- ◆ rewards on work, on charts and in special books
- ◆ use of certificates for such things as being kind, helpful, and so on
- ◆ commenting on a child's good behaviour to other children/other classes
- ◆ showing achievements in Assembly
- ◆ involving parents at an early stage to co-operate on an action plan.

By using a positive system of rewards and reinforcing good behaviour, Ysgol Gymraeg Llwynceilyn fosters children's positive self-esteem.

Further information

Useful Documents and Resources

DfES/Home Office	Social Inclusion: Pupil Support (Circular 10/99)
Stationery Office Chaired	Discipline in schools: Report of the Committee of Enquiry by Lord Elton 1989 (reprinted 1997)
DfES/ Home Office	Dealing with Troublemakers 1997
DfES	The Use of Force to Control 10/98 or Restrain Pupils
Folens Publishers	Primary Professional Development: Behaviour Management & Policy (FA6505)