

Hesketh House

Rewards and Sanctions

BOLTON SCHOOL – HESKETH HOUSE

Rewards and Sanctions POLICY



Rewards

The School promotes and reward good behaviour amongst pupils in the following ways:

House System

- House points awarded for good work or behaviour, to acknowledge effort, organisation or acts of kindness in school.
- House Meetings each half term in Form Time to collect House Points. These are displayed in the House noticeboard and the House cup is presented to the winning House each half term.
- House Day each term. This may focus on Habits of Mind, current PSHEE themes.
- Inter House sports competitions throughout the year.

Habits of Mind

- The 16 Habits of Mind form an integral part of encouraging good habits of behaviour for life and in school.
- Pupils in Year 6 are rewarded with Habits of Mind trophies at their Leavers' Celebration in the Summer term.
- Habits of Mind displays around school promote the 16 habits and good behaviour.

Assemblies

- We have an assembly each week to recognise individual and group achievements.
- PSHEE assemblies are held to promote good behaviour, citizenship and Fundamental British Values.

Excellence Book

- The Head of the Junior School writes entries into the 'Excellence Book' (Button Book) for outstanding achievement in any aspect of school life.
- The Head then sends a postcard home to inform parents of their daughter's achievement.

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Newsletters, school magazines

- Our weekly communication to parents includes recognition of achievements both in and out of school.

Responsibilities within School

- Form and Vice-Captains
- House System with House and Vice- Captains
- School Council
- Year 6 Ambassadors
- Classroom monitors
- Charity representatives

House Points

House Points are to be given mainly given for work or in recognition of a good behaviour.

Suggested weighting:

- Academic work-Maximum 3HPs.
- Project work-Maximum 10HPs
- Courtesy and helpfulness-Maximum 3HPs

Class Points

Class points are awarded to encourage excellent whole class behaviour organisation

Suggested weighting;

- Cloakrooms -1 per day for remaining Green
- Lining up outside and entry into school and setting up for lessons- possible 3 per day
- Other points to be determined by class teacher and pupils at start of each term or for any matters arising that the teacher wishes the class to focus on.
- Class points to be recorded in the classroom for example on a 100 square
- Class reward to be decided with class in advance. Examples: film afternoon, games afternoon, iPad afternoon, art activity. This would take place during the last week of each half term.
- These class points may be given by class teachers and Music, P.E and MFL teachers to reinforce good behaviour in school

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Achievement Assembly

An assembly is held each week to recognise individual and group achievements.

Newsletter

Weekly news from Hesketh House outlining whole school and Individual news and achievements.

Excellence Book

The Head of the Junior School writes entries into the 'Excellence Book' (Button Book) for outstanding achievement in any aspect of school life. A special sticker will be given to the children / placed on the piece of work. The Head then sends a postcard home to inform parents of their daughter's achievement.

Sanctions

Amber Card

An amber card is issued after a verbal warning to correct behaviour by a class teacher.

The pupil's name is recorded in yellow book attached to **Good to be Green** display.

Amber cards are normally used as a reminder to address a minor issue.

Yellow books move up the school with each class so that the record is ongoing.

Homework

If homework is late a sticker is placed in the homework diary and signed by the parents. The pupil is also issued with an amber card. 3 amber cards for late homework would convert to a red card.

Sanction for amber cards

Discussion between pupil and teacher with explanation of issues, and why it is a problem.

Discussion over how to correct behaviour.

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Red card

A **red card** is issued for more serious behaviour issues such as theft, physical contact, use of bad language.

A Red card should also be issued when a pupil has been given **2 Amber cards** in one day **or** when a pupil has accumulated **3 Amber cards** in one week. This is often the result of poor organisation, missing homework deadlines or low level classroom disruption.

Sanctions for Red Cards

When a red card is issued the teacher puts the name of the child and nature of the incident in the **Behaviour Book** kept in the staffroom. The incident is reported by the class teacher in an e-mail to the Deputy Head.

Pupils with a red card must attend the Friday lunchtime reflection with the Deputy Head between 12.50p.m and 1.15p.m. The Deputy Head follows up each red card with an interview/ discussion with the pupil concerned. This is also cross referenced against weekly Tracking File, Playground Monitoring Book, Coach Incident book.

In certain cases the Deputy Head may compile a Behaviour Action Plan or Behaviour **Diary** to enable the pupil to improve behaviours discussed. This would be done in discussion with the pupils and their class teacher and usually with the parents. This may be a formal plan to improve behaviour or a series of follow up meetings with the pupil concerned.

If a pupil's name appears in the book 3 times during a term the Deputy Head discusses this with the Head and parents are contacted. Parents are then asked to attend a meeting with the Head.

Serious misconduct

A red card would also be issued when a serious incident has occurred. This may be where a pupil or member of staff's safety is put at risk or there is serious damage to school property or theft.

Staff would complete a Pupil Causing Concern sheet when a serious incident has taken place. Copies are made for the Head and Deputy.

Parents would be contacted and informed by the Head or Deputy.

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Ladder of Sanctions for Red cards [depending on the severity of the incident]

1. Letter of apology.
2. Completion of a reflection sheet.
3. Completion of missed work/homework.
4. Miss lunchtime club or activity.
5. Miss playtime.
6. Work in isolation for example in Mrs Laverick's or Mrs Holt's office.
7. Withdrawal from activities / events.
8. Withdrawal from trips.
9. Serious or persistent misdemeanours discussed with Head of Senior Girls.
10. Internal suspension in Mrs Laverick's or Mrs Holt's office.
11. Written warning
12. Brief, Fixed Term Exclusion by the Head in consultation with the Senior Headmistress.
13. Final written warning
14. Permanent Exclusion - by Head of Senior Girls

Coach Behaviour

Any bad behaviour on coaches is followed up by the Head or Deputy Head and tracked in the **Coach Behaviour** book kept in the Office. The relevant staff at Park Road, Beech House, Girls' Division and Boys' Division are contacted if necessary to ensure 360 tracking. Parents are contacted if it is felt to be necessary. Amber and Red cards can be issued for inappropriate coach behaviour as appropriate.

Sanctions are given using the Sanctions Ladder depending on the severity of the incident. As an additional sanction the coach place can be withdrawn as a temporary or permanent measure if deemed appropriate.

Bullying

Any incident of bullying or allegation of bullying is recorded on the Allegations of Bullying sheet kept in the Behaviour File in the Deputy Head's Office. Our Anti - Bullying Policy is followed and the Pathways of Help are used.

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This Policy should be read in conjunction with:

- **Hesketh House Behaviour Policy**
- **Hesketh House Anti-Bullying Policy**
- **Hesketh House Playground Policy**
- **Girls' Division Behaviour Management Policy**

Name: Mrs Carol Laverick Mrs Holt

Signed:

Date Reviewed: July 2018

Next Review: July 2019