

Park Road – Promoting Positive Behaviour



Code of Conduct and Rewards and Sanctions

Aims and Expectations

The aim of the Junior School is that students leave the school as appropriately confident young people equipped with the knowledge, skills and attributes that will allow them to lead a happy and fulfilled life and to make a difference for good in the wider community. There is a strong pastoral ethos in the school which encourages positive moral and social attitudes, courtesy, good manners discipline, respect for the needs of others and spiritual awareness. Our Behaviour Procedures are underpinned by the Primary Division Policy to Promote Good Behaviour.

This policy, and its associated procedures, gives us flexibility to deal with any pupil with a learning / behavioural difficulty and takes account of a pupil's age. It allows us to respond accordingly to their needs.

Code of Conduct (see appendix 1)

- There is a school Code of Conduct which is usually shared with the Parents at the Information Evening in September.
- The Class Teacher discusses the Code of Conduct with the class at the beginning of each year and it is revisited in assemblies when appropriate to do so.
- The Code of Conduct is clearly displayed in each classroom and in shared areas such as corridors and cloakrooms.
- It is included in the Pupil Handbook and reference is made to this regularly throughout the year.

Establishing whole school rules

Class Rules

- As part of PSHEE at the beginning of a new academic year each class devises their own set of no more than 5 class rules. These rules are to be positive rather than negative in tone.
- The rules are displayed in each classroom.
- Each class teacher has systems in place to support enforcement of the class rules.

Playground rules

Please refer to Playground Policy for details

Dining Room/Library rules

We have a few simple rules which are discussed and reviewed either in House meetings or through School Council each year.

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Use of mobile phones rules

Pupils must sign in their mobile phones when they arrive at school. Mobile phones must not be kept in school bags. Phones are collected and signed out at the end of the day.

- Any child contravening this rule will have their phone removed for the remainder of the day and their parents will be informed. Any boy repeatedly contravening this rule will be refused the right to bring a phone to school with any further contravention resulting in a temporary confiscation.

Rewards and Sanctions

We would adapt any reward/sanction accordingly for any pupil identified as having a specific learning difficulty that impacts on behaviour.

Rewards

- Members of staff routinely offer encouragement and endorsement when a pupil has done well or has worked especially hard
- Merit marks are awarded for good work, improved work, or for any notable act of personal behaviour
- The boys are divided into four Houses and the merit marks gained are counted regularly with a small cup going to the House with the highest total
- The House Tutors encourage the boys to better themselves and further endorse children's achievement
- Notable achievements may be acknowledged publicly in assembly and in the weekly newsletter
- Boys who have shown particularly good examples of behaviour and/or work may be awarded a Commendation or celebrated in assembly
- Children who behave and contribute well to the school are eligible for selection to represent the school in teams
- Children who demonstrate the behaviours and values identified above will be eligible for selection as Monitors in Year 6

Sanctions

We expect that boys will always work hard and behave in an appropriate manner; when this is not the case sanctions will be applied.

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The School Scale of Disciplinary Sanctions

1. Verbal correction from a Member of Staff.
2. Individual disciplinary action by a Member of Staff e.g. finishing work (Workzone runs daily from 11.50-12.25), timeout from a lesson or break (usually 5-10 mins outside the staffroom) or perhaps a short written apology.
3. If a boy is consistently disrupting the learning of other members of the class he may be removed and sent, with another boy acting as an escort, to the Head/Deputy Head of the Junior School. This should be preceded by at least one warning of the consequences of further ill-discipline. Equally, for more serious examples of misbehaviour, he may be sent straight to the Head/Deputy Head. Such incidents would be recorded on iSams (smaller discrepancies/misdemeanours) or on CPOMS (incidents that are deemed more serious/concerning).
4. Detentions can be given by the Deputy Head. These take place for 35 minutes (the duration of a lesson) during lunch time at school. Therefore, if a boy had failed to heed persistent warnings regarding low-level disruption (failure to provide homework, constant talking during lessons/assembly etc) he would be kept in and given time to reflect upon the behavioural choices that he had made and how to improve future decisions, meaning that he would have to miss any clubs etc that he would ordinarily have attended. Whilst there, he would have to fill out a conduct sheet or produce a piece of writing that involved him documenting his behaviour.
5. Suspension with parental notice can only be given by the Head of Junior School in conjunction with the Head of Primary Division. It is possible, depending on the severity of the behaviour, for an incident to progress directly to this stage.
6. Exclusion will only be made by the Head of the Primary Division.

Support

A Weekly Reports form may be issued by the Deputy Head to give a lesson-by-lesson overview of behaviour and standard of work, including homework and effort. Boys carry around the form on which teachers award a grade relating to the issue in question. The Deputy Head usually checks the form each morning and signs it and the parents of the boy sign it each evening. This is designed to encourage good work habits by providing greater focus and immediate feedback. It is intended to facilitate change and is seen as a mechanism of support rather than a sanction.

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Discipline

In matters of discipline, staff should always consult with the boy's form tutor, who may deem it appropriate to make contact with parents. An incident where contact has been made with a parent should be recorded on CPOMS. Serious matters may be referred directly to the Deputy Head.

Unsatisfactory Work

Unsatisfactory work should be dealt with by the member of staff concerned, usually at lunchtime or break, or by referring a boy to Work Zone. Persistent work offences should be notified by the subject teacher to the form tutor. Regard should be given to the boy's obligations and the convenience of other colleagues in matters such as play rehearsals and team practices etc. Only in the case of serious offences should boys be kept from school teams; such cases should be previously referred to the Deputy Head. If a boy frequently fails to catch up on work missed due to team commitments, this should be referred to the Deputy Head and may affect selection for future teams. This would be preceded by a warning to the boy and parental notification.

Confiscation of Property

This should be seen as a measure to prevent inappropriate behaviour, rather than as a punishment for misconduct. The onus is on the pupil to collect confiscated items, but staff should take reasonable care of the property. No property should be kept for more than seven days without informing the parents.

Removal of an iPad

This will usually be carried out by the Deputy Head of the Junior School and can occur because of a boy's inappropriate use of his school device. This may include such offences as deliberate, inappropriate internet searches, unpleasant emails, lack of care with his iPad or using it at inappropriate times (this would usually be preceded by a warning from the teacher in question). The iPad would be kept by the Deputy Head for a period of time which may vary dependent upon the nature of the behaviour but will not usually exceed three school days. A letter will be sent home to the boy's parents detailing the reason for the confiscation. If a boy's iPad has been removed from him, it is his responsibility to ensure that all necessary work is caught up.