



# Shawlands Primary School Policy

Behaviour Policy  
REVIEWED ANNUALLY

Reviewed by D Thompson  
September 2023

At Shawlands

we want all our pupils to **thrive**  
**academically**, **creatively** and  
**socially** by providing a  
**broad, balanced curriculum**,  
**engaging lessons** and  
**stimulating experiences** in a  
**safe, welcoming environment.**

# **BEHAVIOUR POLICY**

## **A. ETHOS AND RATIONALE**

A child's education is a partnership between school and family. When a child's education is effective and successful it is because the school and family have supported each other and worked towards a common goal. We want our families to be proud of school and we insist that the parents that choose us do so because they trust that we will work with them to produce good academic and pastoral outcomes for their child. This policy will be agreed by all stakeholders to ensure that we have a significant degree of consistent and effective behaviour management in our school, resulting in a safe learning and working environment for all.

We strive to promote a happy, thriving school community which is calm, purposeful and caring, based on **kindness, dignity and respect**. We want children to leave our school as well-rounded citizens with a respect for themselves, their peers, their family, property and members of the public who share their community. We aim to show children that we can improve our lives through sharing strengths, helping others, caring about each other and having fun. Our overall ethos of 'Better Together' will support pupils to improve their behaviour and consider the feelings and safety of others.

Promoting outstanding 'behaviour for learning' is the key to successful progress and attainment. If children are engaged in their learning and want to improve, then behaviour will always be good. We encourage children to learn collaboratively wherever possible to ensure that children are confident enough to communicate and solve problems with a wide range of staff and class mates.

## **B. LEADERSHIP AND MANAGEMENT**

The headteacher is the lead member of the staff for all behaviour, with members of the Senior Leadership Team (SLT) supporting through their specialist knowledge of Welfare, Special Needs Co-ordinator (SEND) and the Early Years Foundation Stage (EYFS). Behaviour is reported to the Welfare committee in termly meetings, as well as to the full governing body a minimum of three times per year. This reporting covers all behaviour logged on CPOMS (Child Protections Online Management System) alongside the statutory reporting of incidents of racist or homophobic incidents and any exclusions.

The headteacher, along with the SLT where appropriate, will ensure that new staff are fully inducted into the behaviour systems and expectations, as well as keeping all staff up to date with any new and relevant changes or developments.

It is the responsibility of class teachers to ensure that pupils in their class have the appropriate support in order to uphold the expected standards of behaviour, including the use of clear and consistent language around both positive and negative behaviours, following the systems in place and providing such adjustments as may be needed (either temporary or permanent) for children with additional needs.

All members of staff are expected, as outlined in the new **Behaviour Curriculum** (Appendix A) and as clearly stated in the Code of Conduct, to teach and model the expected behaviours at all times in and around school.

## **C. SCHOOL RULES (on display around school and in classrooms)**

- 1. MAKE THE RIGHT CHOICE**
2. Be honest and take responsibility for your actions and conduct
3. Be kind and respect yourself, others, our school and all property
4. Work hard; always try your hardest and have an 'I can' attitude
5. Be a team player; listen to others and value their opinions and feelings.
6. Set a good example to others
7. Act safely and sensibly

#### **D. The 6 Be's of positive learning behaviour (on displays around school and in classrooms).**

- Be Happy
- Be Safe
- Be Caring
- Be Healthy
- Be Aspirational
- Be Forward Thinking

#### **E. REWARDING GOOD / APPROPRIATE BEHAVIOUR**

On a day-to-day basis Class Dojo is used to award points for children showing good learning and social behaviour. These are linked to the school rules and Behaviour Curriculum, as well as the 6 Be's which are promoted through school.

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We believe that children respond best to positive reinforcement and modelled good behaviour. We will always use good examples and talk about what a child should do rather than focus on any negatives of what did happen.

Children who follow our school rules may receive:

- Praise
- Dojo points
- Visits to the Prize Locker at set milestones
- Special Mentions or Star Awards
- Half-termly VIP status (Y1 upwards)
- Half-termly 'House Point' rewards
- Stickers or prizes
- Opportunities to represent their school

#### **F. UNACCEPTABLE/INAPPROPRIATE BEHAVIOUR**

When a member of staff becomes aware of misbehaviour, they will respond promptly and assertively, following the behaviour policy and using clear consistent language, including de-escalation techniques and any specific strategies in place for children with additional needs. The first priority will always be to ensure the safety of pupils and staff and to restore a calm working environment as quickly as possible.

School's response to behaviour may seek to act as a deterrent for the child, or for groups of children, from repeating the behaviour again; protection of pupils or members of staff from risk of harm; or improvement through engaging in restorative conversations with the child about the reasons behind, and consequences of, their behaviour.

It may sometimes be necessary for a child to be removed from a lesson to a safe space in which to regain their calm, either to maintain the safety of pupils and staff, enable other pupils to continue learning in a calm learning environment. For some children removal may be to the SLT room by the teacher or Teaching Assistant (TA) from the child's class. Once the child is sufficiently calm, the SLT member will facilitate reintegration into class along with the teacher, with any appropriate sanctions agreed.

For some children with additional needs, removal may be more frequent, and this should always be part of a carefully managed strategy outlining who will be involved, where the safe space will be, and under what circumstances removal will be used.

In some circumstances, removal may require the use of reasonable force (Positive Handling) in order to prevent pupils injuring themselves or others, damaging property or to maintain good order and a calm learning environment for others. Staff who assist with the use of Positive Handling will be Team Teach trained (in extreme circumstances, where there is a serious risk to the child or others, non-trained

members of staff may have to assist). Only the agreed strategies and methods will be used and for the minimum amount of time. Any use of a restrictive technique will always be recorded on a Team Teach Log sheet and scanned into CPOMS to act as a time-stamped account. Parents will be informed that Positive Handling has taken place.

Positive Handling may also be used by the headteacher or other authorised staff when conducting a search for banned items such as knives, drugs, pornography or stolen items.

Racism, homophobia and misogyny will never be tolerated. The school has an anti-racism policy and senior leaders must report any incident that is racially motivated and log it on CPOMS. These incidents are communicated with parents and follow-up immediately. Racism, homophobia and misogyny are also covered in our anti-bullying policy.

Bullying is perceived to be taking place when a child is repeatedly targeted in a manner that makes them uncomfortable, unhappy or feel unsafe. Bullying may take place online as well as face to face, and includes prejudice-based and discriminatory bullying. We are careful not to use the word bullying for isolated incidents of unacceptable behaviour. If a parent suspect that their child is being bullied, and have significant reason to believe that this is the case, they are encouraged to contact their child's class teacher, or a member of the SLT for an appointment at the soonest opportunity.

Violence is a concern in modern primary settings. Children can be boisterous and many see 'fighting' as an activity of play, and often act out things they have seen on TV, films or online. Any reports of children hurting other children will always be taken seriously, with accurate records kept following investigations, sanctions used as appropriate and parents informed where necessary.

Cyberbullying is becoming an increasing problem in schools. Please refer to our e-safety policy for full details about Cyberbullying. Our older children often fall out about online content and text messages. Parents are encouraged to record any details of cyberbullying so that school can act accordingly.

At Shawlands we accept that child-on-child sexual harassment or abuse can and does happen at all schools, including but not limited to sexualised language and insults, unwanted or inappropriate touching and the sharing of indecent images. We will never dismiss any such incidents as child's-play or banter, and will investigate and deal with any such incidents robustly with accurate records kept on CPOMS.

## **G. BEHAVIOUR OUTSIDE OF SCHOOL PREMISES**

School have the right to sanction pupils for misbehaviour outside of the school premises, for example on school visits, travelling to or from school, when wearing school uniform, when otherwise identifiable as a pupil of the school, that poses a threat to another pupil or that could adversely affect the reputation of the school. This can also include bullying of other pupils, which may or may not be online.

When dealing with such incidents, school will follow the behaviour policy and apply such sanctions as are reasonable.

## **H. SANCTIONS FOR UNACCEPTABLE BEHAVIOUR**

Where a child's behaviour falls short of the expected standard, CPOMS will be used to record and report the incident. These reports will be monitored by SLT members in order to identify patterns and offer support, and reported to governors at least termly.

Sanctions may be used by school as a deterrent or as a means of improving future behaviour, and include:

- A verbal reprimand and reminder of the expected behaviours
- The setting of a written task such as an account of the incident and any consequences

- Loss of privileges such as removal of a responsibility or loss of a place on a school team. (For Year Six this may include removal of the right to wear the Leaver's Hoodie in school, returning to wearing their school jumper instead).
- Detention, which may be a few minutes in class, to a series of lunchtimes supervised outside the SLT room.
- School-based community service such as tidying a classroom or the hall.
- Time-limited daily reporting through the school behaviour log, checked by SLT and sent home daily to parents.

Following a sanction, pupils should be supported to meet the behaviour expectations in school.

Strategies to enable this to happen may include:

- A discussion with the pupil about the causes and impact of their actions.
- An apology to the injured party
- A phone call to inform parents
- Consideration about support for any additional needs, temporary or otherwise
- Consideration about whether the behaviour may be an indicator of a safeguarding concern, in which case staff should refer to the Child Protection Policy and Part One of KCSIE 2022.

In extreme or persistent cases, the school has a clear policy on [suspension](#) and [exclusion](#) which should be read alongside the behaviour policy.

## I. ADDITIONAL NEEDS

We recognise that some children may need reasonable adjustments in order to comply with the school rules and allow learning to continue in a safe learning environment. These adjustments may be temporary such as changes to set routines, or strategies allowing children to leave the classroom for time-out periods and may arise from recent changes in the child's life.

Other adjustments may be due to a child's specific SEND needs, and will be part of a carefully considered and graduated assess, plan, deliver and review cycle.

These adjustments can include (but are not limited to): short, planned movement breaks; adjusted seating plans; adjustments to uniform requirements; specific adjustments for pupils with specific needs around autism or hearing/visual impairments.

## J. COMMUNICATION WITH FAMILIES

In the case of any violence, racism, sexual harassment or violence, persistent rudeness or persistent disruption in class, parents will be contacted to arrange a meeting with the class teacher or a member of SLT as appropriate. In the case of racism, homophobia and misogyny, serious violence or sexual harassment or violence, the parents of the victim will also be informed by a member of the SLT.

## K. PREVENTATIVE MEASURES IN SCHOOL:

School uses the One Decision programme to teach [Personal, Health and Social Education \(PHSE\)](#) through school, ensuring that children receive age-appropriate education and discussion opportunities covering all aspects of respect and the human rights.

We also address issues around bullying, including cyber-bullying, and other forms of abuse through our [Sex and Relationship Education \(SRE\) policy](#), regular assemblies and stand-alone weeks including [anti-bullying week](#), [e-safety week](#) etc.

Where instances of racist, homophobic or misogynistic abuse takes place, or any other forms of bullying or sexual harassment or violence, they will be used as teaching opportunities to ensure that



the perpetrator understands the impact and implications of their actions, why they were wrong, and how to ensure they aren't repeated.

#### **K. USE OF CCTV**

Our school has CCTV in operation in key areas in school to increase the efficiency of dealing with behaviour or safety issues. We will, on occasion, use the footage to help us to address inconsistencies in reported issues by child, parents and staff. Footage may be shared with parents to highlight our concerns. When the footage involves other pupils we will always contact the relevant families for permission to share the footage. If this permission is not given we will report verbally on what staff can see.

Please note that expectations on all staff are made clear, linked to safeguarding and child protection, through our 'Professional Code of Conduct Policy'. This policy is available on the school website or printed copies can be made available on request.

#### **Shawlands Primary School**

**Children must follow our school rules at all times:**

**1. MAKE THE RIGHT CHOICE**

2. Be honest and take responsibility for your actions and conduct
3. Be kind and respect yourself, others, our school and all property
4. Work hard; always try your hardest and have an 'I can' attitude
5. Be a team player; listen to others and value their opinions and feelings.
6. Set a good example to others
7. Act safely and sensibly

Where a child's behaviour becomes a cause for concern, parents will be invited in to discuss how school and home can work together to resolve the problem. Parents may be contacted for any of the following reasons:

**Standards**

- Falling attendance
- Lateness after 9.00 which disrupts the learning of a whole class
- Incorrect uniform
- No PE kit, or inappropriate PE kit, on a specified PE day
- Inappropriate jewellery/clothing

**Behaviour**

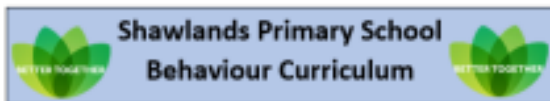
- Inappropriate behaviour
- Dangerous behaviour
- Racism, Homophobia or misogyny
- Defiance/disrespect
- Not following school rules despite a verbal warning
- Lack of effort to complete work
- Damaging/not respecting property
- Suspected or proven dishonesty

We hope and expect all parents and carers to work with the staff at Shawlands to uphold the core values of the school, the Behaviour Policy and the Behaviour Curriculum. We understand that families and school must work together to raise standards and support all learners.





# APPENDIX C THE BEHAVIOUR CURRICULUM



**The aims of the Behaviour Curriculum**

Successful relationships are underpinned by the positive ethos promoted throughout Shawlands Primary School, a culture which has high expectations of staff and pupils and which also demonstrates respect, tolerance and understanding of differences, in the drive towards equity of opportunity and high aspirations for all. We aim to create a culture of exceptionally good behaviour: in school, in the community and in later life.

We aim to build a community which values kindness, care, respect, tolerance and empathy for others and to help learners take control over their behaviour and be responsible for the consequences of it. We encourage pupils to value the diversity in our society and the environment in which they live whilst becoming active and responsible citizens, contributing to the community and society.

Through encouraging positive behaviour patterns, we can promote good relationships throughout school built on trust and understanding. We believe that as pupils practise these behaviours, over time they become habits that positively shape how they feel about themselves and how other people perceive them.

**Teaching the Curriculum**

- Good behaviours are explicitly taught and regularly refreshed to ensure all pupils understand the expectations of them.
- The curriculum is taught explicitly during the Autumn term alongside the traditional National Curriculum subjects.
- Children should learn the content of the curriculum so that they can recall the information and act upon it. At the start of each term, the behaviour curriculum is revisited with pupils and will continue to be reinforced throughout the year. As with other curriculum content, this should be taught using explicit teaching.
- All members of staff will demonstrate these behaviours and ensure pupils have opportunities to practise them.
- While this curriculum is for all pupils it will be applied differently in different year groups depending on pupil age and may be applied differently depending on individual pupils' SEND needs. Sensitivity must be applied at all times when teaching the curriculum.

**The process for teaching behaviour explicitly is as follows**

- IDENTIFY the behaviour we expect
- Explicitly TEACH behaviour
- MODEL the behaviour we are expecting
- NOTICE and PRAISE the behaviour when seen

It is important that all school staff know the details of this curriculum, teach it explicitly to children and continuously maintain the high standards we set. By doing so we support each other to create a culture where everybody will self-acture able to learn in an optimized environment and where teachers are free to teach.

**The Six Be's at Shawlands:**

|   |            |
|---|------------|
| The <b>behaviour</b> curriculum is underpinned by the 6 Be's at Shawlands which cover the four underlying principles of being kind, respectful, safe and responsible. |            |
| Be Forward-Thinking   | Be Healthy |
| Be Aspirational   | Be Safe    |
| Be Caring   | Be Happy   |

**Behaviour Curriculum Teaching Overview.**

| Autumn One   | Autumn Two  | Spring One                                 | Spring Two  | Summer One                                       | Summer Two   |
|--|---|--|---|--|--|
| Teaching of Safe / Responsible Curriculum<br><b>Be Happy</b> | Teaching of Respect / Kind Curriculum<br><b>Be Caring</b> | Recap of Safe Curriculum<br><b>Be Safe</b> | Recap of Responsible Curriculum<br><b>Be Aspirational</b> | Recap of Respect Curriculum<br><b>Be Healthy</b> | Recap of Kind Curriculum<br><b>Be Forward-Thinking</b> |

**We Will Be Safe and Responsible**

| Be Safe  | Be Responsible  |
|--|---|
| <p><b>We will:</b></p> <ul style="list-style-type: none"> <li>Walk through corridors, keeping to the left</li> <li>Sit properly in the classroom</li> <li>Play games that do not cause harm (no play fighting)</li> <li>Stand still and then walk to class at the end of playtime</li> <li>Choose calm games to play at indoor playtimes</li> <li>Use equipment in the right way</li> <li>Tell an adult if someone needs help</li> </ul> | <p><b>We will:</b></p> <ul style="list-style-type: none"> <li>Put our hand up, stop talking and look at the adult when they raise their hand</li> <li>Enter and leave assembly in silence, and only talk when asked to</li> <li>Sit and wait quietly in the hall, talking to people on our own table only</li> <li>Accept responsibility and always tell the truth if we make a mistake and apologise if necessary</li> <li>Complete work to the best of our ability, writing in our property and with our best presentation</li> <li>Ask for help if you are unsure</li> <li>Wear the correct school uniform / PE kit</li> <li>Help keep the classroom and your own area tidy</li> <li>Use equipment carefully, and not to break property</li> </ul> |
| <p><b>Adults will:</b></p> <ul style="list-style-type: none"> <li>Model appropriate behaviour</li> <li>Remind you of any rules you are forgetting to follow</li> <li>Suggest appropriate games and activities</li> <li>Interact calm and respectful communication</li> <li>Always help if asked to help with a problem</li> <li>Praise you for setting a good example to others</li> </ul>   | <p><b>Adults will:</b></p> <ul style="list-style-type: none"> <li>Remind you to raise your hand and stop talking when an adult raises their hand</li> <li>Remind you of any rules you are forgetting to follow</li> <li>Let you know if the table levels are too high at dinner</li> <li>Help you to tell the truth and take responsibility, and find ways to make things right</li> <li>Remind you to work to your best ability, giving support when asked</li> <li>Remind you to use equipment properly, and tidy up at the end of sessions</li> <li>Praise you for setting a good example to others</li> </ul>   |

**We Will Be Respectful and Kind**

| Be Respectful   | Be Kind  |
|---|--|
| <p><b>We will:</b></p> <ul style="list-style-type: none"> <li>Say please and thank-you</li> <li>Hold doors open for people</li> <li>Talk kindly to other pupils</li> <li>Use good morning/afternoon to adults</li> <li>Look at someone who is speaking, and listen carefully</li> <li>Knock on doors and wait to be asked to enter</li> <li>Respect others right to learn</li> <li>Request school property by looking after it</li> <li>Ask before borrowing someone's property</li> <li>Be calm and respectful when we communicate, use a calm and polite tone of voice</li> <li>Value differences</li> <li>Follow adult instructions</li> <li>Put our hand up, stop talking and look at the adult when they raise their hand</li> </ul> | <p><b>We will:</b></p> <ul style="list-style-type: none"> <li>Think about what we do and say and how it might affect someone else</li> <li>Use kind words and act and never intentionally hurt someone</li> <li>Use kind words making sure we follow the THINK rule</li> <li>Never bully, threaten, shout at, tease, name-call or tease</li> <li>Hold doors open for people</li> <li>Help children who are sat or hurt</li> <li>Share well with other children, including others in our games</li> </ul> |
| <p><b>Adults will:</b></p> <ul style="list-style-type: none"> <li>Model good manners</li> <li>Appreciate doors being held open</li> <li>Remind you of any rules you are forgetting to follow</li> <li>Praise you for setting a good example to others</li> </ul>  | <p><b>Adults will:</b></p> <ul style="list-style-type: none"> <li>Model kind behaviour</li> <li>Remind you of any rules you are forgetting to follow</li> <li>Help you put right any issues you may have caused</li> <li>Praise you for setting a good example to others</li> </ul>  |
| <b>THINK</b>  |  |
| <p>Before you speak, in what you are going to say:</p> <p>T - True<br/>K - Kind<br/>I - Implying<br/>N - Necessary<br/>K - Kind</p>   |  |

**Rewards and Sanctions**

In line with the school **behaviour** policy, we use a range of rewards for children setting a good example, as well as a range of graduated sanctions for those choosing to make the wrong choice. These are **summarised** below:

| Rewards   | Sanctions   |
|---|---|
| <ul style="list-style-type: none"> <li>Recognition and praise for good choices</li> <li>Stickers, stamps or other in-class rewards</li> <li>Class points awarded</li> <li>Fornightly one-of-the-week certificates</li> <li>Half-termly VIP status with a range of 'perks'</li> <li>Prize cupboards voted for every 2000 class points gained</li> <li>Yearly House Point 'trophy' for the winning house</li> </ul> | <ul style="list-style-type: none"> <li>Reminders of the expected behaviours</li> <li>In-class sanctions such as a few minutes less playtime</li> <li>Playtime or lunchtime detentions</li> <li>Restorative conversations or worksheets</li> <li>Loss of privileges</li> <li>Home visit letters, parents invited in</li> <li>Suspension</li> </ul> |

**Other Policies**

This **Behaviour Curriculum** should be used in conjunction with the following policies:

- The **Behaviour Policy**
- The **Child Protection Policy**
- Professional Code of Conduct Policy
- SEND Policy
- Equality and Diversity Policy