

**Ibstone Church of England Primary School**  
**Behaviour and Pupil Discipline (including anti-bullying) Policy**

**Date of Policy: September 2017**

**Date for Review: September 2019**

OUR AIM:

Our aim at Ibstone CE School is to establish excellent standards of behaviour to create and foster an atmosphere of care and mutual respect. We aim to promote the school's values: respect, community, perseverance, courage and love. Our policy is underpinned by these values and strengthened by the attitude of forgiveness.

THE POLICY:

We see it as the responsibility of every member of staff, every parent and every pupil alike to help to uphold these standards thereby maintaining a consistency of approach to behaviour management throughout the school. We need this behaviour policy to ensure these standards are clearly set out and everyone is aware of them.

AWARENESS:

We must ensure that both staff and pupils are aware of the standards expected.

*Staff*

It is expected that the staff provide a good role model in the areas of:

- relationships between adults
- relationships between children and adults
- manners
- dress

*Pupils*

- It is expected that all pupils show respect and consideration by being well-mannered:
  - saying "please" and "thank you" when appropriate
  - speaking politely to everyone
  - opening doors
  - waiting to speak and not interrupting adults in conversation
- Caring for their environment
- Respectful use of school property
- Being sensitive to the needs of others
  - walking not running
  - moving quietly and calmly around school
  - remaining silent when requested to do so
- taking pride in their school uniform and general appearance

ASSERTIVE DISCIPLINE

A policy of Assertive Discipline is in use throughout the school. Children are encouraged to take responsibility for their own behaviour whenever appropriate. Positive reinforcement of appropriate and exemplary behaviour is a key feature.

REWARDS

It is important to have an agreed system of rewards in which great emphasis is placed on the positive aspects of praise and reward.

It is recognised that good behaviour is based upon consistency, respect and mutual understanding. Praise is used to contribute to an ethos of warm friendly acceptance. It encourages positive esteem.

Praise can be used to encourage both academic work and social behaviour.

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Christian values within the context of our distinctive Christian ethos.

1. The recognition of good behaviour with a smile or a comment is a reward in itself.
2. Stars and stickers may be given as a recognition of effort, achievement, courtesy and consideration.
3. The school's marking policy encourages feedback on a child's work, and recognition of effort and achievement is used for a similar purpose.
4. Children are given the opportunity to show work of which they are proud to other children and/or adults.
5. The sharing of achievement either in class or in collective worship is perceived as a reward by many children.
6. A child should be sent to see the Headteacher for an exceptionally good piece of work or exceptional effort or exceptional behaviour.
7. Positive comments may be written on the child's work.
8. Parents may be informed of, and shown, examples of exemplary work and behaviour - many children see this as a very effective reward.

## SANCTIONS

### *Dealing with a behaviour problem*

A child should always be given the opportunity to regain his/her control and therefore it is necessary to avoid confrontation wherever possible.

### *Course of Action to Be Taken*

In order to avoid confrontation we use an assertive discipline programme.

- Warning the child should be the first sanction and the consequences of inappropriate behaviour should be explained. The child should be given a chance to change his/her behaviour.
- If this or other inappropriate behaviour recurs or persists, a child may be told to put his/her name 'in the cloud', to consider his/her behaviour and regain his/her self-control and concentration. Instances of hitting, kicking etc should mean immediate name in the cloud with no warning.
- On further recurrence of inappropriate behaviour, the Headteacher must be informed.  
The adult who has put the child's name in the cloud must return to that child after a time and ensure that child is aware of why their name was put in the cloud, encourage that child to take responsibility for his/her actions and apologise to the injured party.  
The child may be given the responsibility to decide how and when to apologise and return to join the rest of the class on the condition that he/she behaves properly.
- If a pattern of poor behaviour persists, the child's name will be entered into the behaviour log in the Headteacher's office. The parents will be informed and invited to discuss with the child's teacher and Headteacher how best to resolve the problem. Parents will be contacted to share concerns about any behaviour which is of a serious nature. The Headteacher must be informed if any meeting of this nature is taking place.
- If an incident of behaviour causes serious harm to the child or others or inappropriate behaviour persists after the teacher has met with the parents and implemented a system of support, the parents will be invited to the school to see the Headteacher.
- If the above sanctions fail to improve the child's behaviour, further action can be taken by the Headteacher as deemed necessary. In very serious cases, exclusion may be considered after consultation with the Governing Body.

## INAPPROPRIATE LANGUAGE:

- Bad language is not tolerated at any time in school. Teachers ensure that children realise this fact and actively encourage polite, caring interaction at all times.

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## ANTI-BULLYING:

- Bullying is regarded as particularly serious misbehaviour. Bullying is not tolerated in school and everyone is expected to do their best to ensure that it does not happen. The children are encouraged to report any incidents of bullying.
- A bully is a person who purposely hurts, persecutes or intimidates other people over a period of time. There is often misconception about the term 'bully' and consequently any inappropriate, hurtful behaviour is often called bullying. Bullying is persistent hurtful behaviour towards other people and can be either physical or verbal. It is important to discuss the meaning of the term with the children and ensure there is a clear understanding.
- Bullying is a serious offence and if it is happening, facts need to be established by talking to the bully, the victim and others who have information. The Head Teacher must be informed, parents will be contacted and appropriate action will be taken.
- Bullying can be Physical, Verbal or Emotional by a single person or a gang. It is usually a series of incidents.
- Incidents of bullying can include:-
  - Name calling
  - Malicious gossip
  - Damaging or stealing property
  - Coercion into acts they do not wish to do
  - Violence and assault
  - Pinching/kicking/biting
  - Jostling
  - Teasing
  - Intimidation
  - Extortion
  - Ostracising
  - Damaging school work and equipment
  - Written note
- Reason for being a victim may be
  - Race/sex/class
  - New child in school
  - Child with family crisis
  - Disability - or difference of any kind
- They are likely to be children who are not assertive (timid), loners with few friends, anxious or fearful children, younger children, and those outside a group.
- Reasons for being a bully may be
  - Victim of violence
  - Enjoyment of power/creating fear
  - Copying behaviour at home or on television.
  - Jealousy of others
- It occurs in children from all backgrounds, cultures, races and gender

## GENERAL STATEMENTS ABOUT BULLYING

- Boys often bully younger children of both sexes.
- Girls often use verbal abuse and ostracise from peer group - usually other girls.
- Some victims are also bullies.
- Some victims are treated as culprits.
- Onlookers may be condoning bullying and becoming part of bullying scene.

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### EARLY SIGNS OF DISTRESS

- Distress
- Deterioration of work
- Spurious illness
- Isolation
- Desire to remain with adults
- Erratic attendance
- General unhappiness/anxiety/fear
- Late arrivals
- Bed wetting
- Stomach ache

### FRAMEWORK FOR ANTI-BULLYING CAMPAIGN

Prevention is better than cure so:

We aim to:

1. Encourage the caring and nurturing side of children.
2. Work for a caring, co-operative ethos (home corner, paired, group work).
3. Discuss friendships.
4. Ensure adequate supervision in playgrounds and adequate activities to engage the children.
5. Positively encouraging caring and discourage bullying, e.g. in P.H.S.E. the children have the opportunity to regularly talk about feelings.

### BULLYING/BOSSINESS AND BULLYING/BOISTEROUS BEHAVIOUR:

The differences between these types of behaviour must be recognised.

#### *Bullying and Bossiness*

- Bullying: Focused on smaller, timid children
- Increasingly relying on threat and force.
- Wilful conscious desire to threaten and frighten.
- Bossing: Bossing whoever is around at the time.
- Usually grow out of it as they mature and learn social skills.

#### *Bullying and Boisterous Behaviour*

- Bullying: Spoiling other children's activities, showing violence and hostility
- Rough intimidating behaviour.
- Boisterous: More natural uncontrolled high spirits, not vindictive

### WORKING WITH PARENTS:

Don't give permission for bullying by saying:

- You must have done something to deserve it.
- Go and hit him/her back.
- Don't be a wimp.
- Boys will be boys.
- It will sort itself out.
- It is part of growing up.
- Got to take it like a man.
- Must learn to look after themselves.
- Don't tell tales (if it proves to be a consistent complaint).

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## **FORMAL PROCEDURE FOR CONCERNS**

### For all Staff, Full-Time and Part-Time

1. All concerns to go to Class Teacher and Headteacher.
2. Record all accidents and discuss with all children involved. Lunchtime supervisors will inform the Headteacher.
3. Involve parents and explain the action that has been taken, why it has been taken and what they can do to reinforce and support. Send reports to parents.

If further action is required: -

4. Report to Governors
5. Official complaints procedure to be followed

## **INFORMAL PROCEDURE**

1. Observation alone by an adult is supporting.
2. Be aware and tackle any racist or sexist language, i.e. Equal Opportunities Policy.
3. Give support to both victim and Bully. Victim needs self-esteem and self-value. Bully needs to work with others (co-operation rather than competition). Do not bully the bully - find out why they are bullying.
4. Reward non-aggressive behaviour in school.
5. Follow up, to support victim and prevent re-occurrence.
6. Make clear to parent unacceptability of bullying, i.e. no 'hit him back' attitude.
7. Use peer group pressure and approbation and disapproval.
8. Help children to see other point of view, "how would you feel if .....?". Make them aware of newcomers/loners or shy children.
9. In service training/discussion/staff conferences.

## VALUES AND BEHAVIOUR:

To help promote an atmosphere of care within the school, each day there is a focus on one of our school's values. These are introduced to the children in worship each day and discussed with them, the teachers promote and encourage the values during the week.

## CIRCLE TIME:

Circle time takes place regularly in all classes with the objective of building and promoting a positive self-image within each child and effectively raising his/her self-esteem.

## PLAYGROUND BEHAVIOUR:

Whenever children are on the playground, either at playtime or at lunchtime, the following rules will apply:

- Children should play carefully and sensibly in the playground.
- Any game which encourages aggressive behaviour or puts a child's safety at risk is not allowed, e.g. play-fighting.
- Any child who is hurt by another child must not retaliate but immediately inform the teacher or lunchtime supervisor on duty who will investigate the problem as soon as possible. Lunch time supervisors must feedback information to the teachers at the end of each lunchtime.
- Children should never throw unsuitable objects, kick or be aggressive.
- Children should welcome others to join in their games and be encouraged and reminded to look out for new comers, younger children and those who are quiet and shy.
- Children may go to the toilet at any time during break times, however, they need to let the adult on duty know that they are going.
- When the bell is rung to indicate that it is tidy up time, children must all help to tidy away the toys and games, and also are reminded to have something to drink or go to the toilet if they need to.
- When the bell rings a second time, the children need to line up in their classes quietly and sensibly.

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- Any child feeling lonely at playtime or lunchtime is encouraged to sit on the friendship bench or approach one of the 'Playground Friends' to join in with their games. All children, particularly the older ones in school, are encouraged to keep an eye on the friendship bench and invite occupants to join in their game or to sit with them and talk to them and try to make them feel happier.
- In inclement weather, the teacher on duty makes the decision as to whether it should be wet playtime routine and informs other teachers as soon as possible.

#### INTERNAL EXCLUSION

Should it be necessary we will internally exclude pupils for a session, morning or day where a child works alongside another class or in isolation with an adult on work set by their class teacher or Headteacher.

#### OTHER EXCLUSIONS

This should be read with reference to the school's Exclusions Policy. The school has systems in place for the following types of exclusion:

- Fixed Term
- Permanent

In considering the exclusion of a pupil the school will seek advice from Exclusions and Reintegration Team at Bucks County Council and the Pupil Referral Unit (PRU).

There is a Pupil Discipline Committee within the Governing Body of the school.

Any exclusion will follow local authority advice.

#### LUNCHTIME BEHAVIOUR:

Lunchtime prayers are sung or said in the classrooms. Children must be taken to the dining room for 12.00 o'clock. They should enter the dining room quietly, queue quietly for their lunch and eat their lunches sensibly.

#### CONCLUSION:

Good behaviour is the responsibility of everyone. We believe that our positive, sensitive approach to behaviour at Ibstone helps to create a happy, caring environment in which the staff and children help and support each other. It is only within an atmosphere of care, trust and mutual respect that effective learning can take place and everyone can perceive themselves as valued members of the school community. At Ibstone we encourage forgiveness. As a key Christian value we encourage all children to forgive each other and build better relationships with trust.