COULSDON CHURCH OF ENGLAND PRIMARY SCHOOL

Behaviour Policy 2024-2026



Reviewed: Spring 2024
Next Review: Spring 2026

'That they shall have life, life in all its fullness'.

John 10:10

Coulsdon Church of England Primary School Behaviour Policy

To provide an excellent education and wider opportunities where all members of our school community will flourish and realise their potential through encouragement and perseverance in a safe environment.

Mission Statement

Through God's love and guidance, we seek to nurture in our school family an understanding of the importance of Christian values, forgiveness and reconciliation.

At Coulsdon Church of England School, all members of our school community value and develop the unique strengths and gifts of one another and of our pupils. We strive to provide an excellent education and wider opportunities for the children entrusted to us, so that our pupils may grow and flourish in all that they do.



Our mission statement at Coulsdon Church of England primary school is underpinned by the Bible Verse John 10:10. '*That they shall have life, life in all its fullness*'.

We believe that to achieve this vision, we all need to be 'together, growing in mind, body and spirit' which is fed and nurtured by the community showing the values of the Fruit of the Spirit (Galatians 5:22-23)

At Coulsdon Primary School, we intend:

- To promote positive relationships, good behaviour, self-discipline and respect for all.
- To follow the Fruit of the Spirit in all that we do.
- To enable the self-regulation of pupils to help them flourish and reach their full potential.
- To enable and encourage all children to try their best in all that they do and be proud of their achievements.
- To create an environment where all children can flourish.
- To work together, growing in mind, body and spirit.

At Coulsdon Church of England Primary School we have high expectations of pupil behaviour. The promotion of good behaviour is of the highest importance as we believe that good behaviour is fundamental to a happy and successful school where children flourish.

As children develop, so their sense of responsibility increases. An important role of the primary phase of education is to develop a sense of personal and corporate responsibility and to begin to develop a good understanding of what is right and wrong.

How do we do this?

- We value all pupils; their opinions, their efforts, their varying cultures and we treat all pupils and adults with respect.
- We praise and promote positive attitudes and work ethic throughout the school.
- We listen to children and take account of their individual needs.
- We have consistent high expectations.
- We tell children what is expected of them.
- We will investigate thoroughly and make appropriate decisions based on the balance of probability.
- We identify children who find some aspects of behaviour difficult and offer support.
- We support children to reflect on their behaviour and consider how they might behave next time.
- We involve and work with parents if behaviour gives cause for concern.
- We explore moral issues in RE and PSHE lessons and in Collective Worships.
- We use a restorative approach to behaviour and endeavour to teach what is right and wrong.

Equality

This policy meets the school's public sector equal opportunity duties by promoting equality of opportunity and ensuring that the dignity of all children is protected, under the nine protected characteristics, from discrimination, harassment and victimisation. We believe that diversity is a strength which should be respected and celebrated by all of those within our school community.

Special Education Needs

We are proud of the fact that we are an inclusive school and welcome children with different learning needs at our school. These needs will always be considered when having to address a pupil, identified by the school as having additional needs, about their behaviour.

It may well be that different strategies are necessary in order to deal with any unwanted behaviour. Decisions will be made in the best interests of all parties by school staff including the SENCo and the Class teacher(s). The school will also work closely with the family to ensure that any unwanted behaviour is dealt with in a way that is likely to bring about a positive outcome and reduce further instances of unwanted behaviour in the future.

Behaviour Expectations

Our school life is based on our Christian faith and values. We respect each person as precious and equal in God's eyes and nurture tolerance and understanding of each other. Our values underpin all that happens in the school and provide the basis of our Mission Statement.

When things go wrong, we expect the following processes to be followed:

- Always tell the truth to yourself and others.
- Always apologise when you have done something wrong or made a mistake.
- Show forgiveness and accept consequences.
- Reflect on actions and avoid repeating mistakes.

We expect all pupils, both in and out of school, to be excellent role models for Coulsdon school by following three simple rules:

- Be safe
- Be respectful
- Be ready

The school environment

Our expectation is that classrooms will be tidy and well-organised as this has a positive impact on behaviour.

Corridors

Children are expected to walk quietly around the building at all times (especially when passing through areas in which other people are working). Children are encouraged to hold doors open for others to show courtesy and consideration.

Collective Worship

Staff and children are expected to enter and leave the hall silently and sit quietly during collective worship showing respect for those leading and those who are listening.

The Dinner Hall

Children should line up quietly, take their meal and follow any directions of the teacher in charge/lunchtime supervisors. After the meal, children should clear their eating area, leave the dining area in an orderly fashion, and walk to the playground.

The Playground

At break-times and at lunchtimes, children are expected to respect the authority of the adults on duty in the same way as they would with the teaching staff. All children should feel safe outside and are made aware of the importance of informing an on-duty adult if they have been hurt, or are being bullied or harassed.

Beyond the School Gate

At Coulsdon, we expect children to display our school values at all times. The school has the power to issue sanctions to children who have fallen short of our expectations either online or off site where it is reasonable to do so.

Examples of this may include:

- Poor behaviour whilst on a school trip
- Misbehaving on the way to or from school
- Misbehaving whilst wearing school uniform, thus bringing the school's reputation into disrepute

School uniform

Children are expected to wear school uniform at all times. We feel this gives the
children a sense of pride and purpose and creates a sense of community that
encourages good behaviour. Guidance for school uniform is detailed on the school
website. All members of staff are expected to enforce the rules about school uniform
and to challenge children or parents who do not abide by these expectations.

Role of the Parents in Supporting the Management of Behaviour in School

We want to work closely with parents and have the following expectations of the community. We expect families:

- To work alongside the school and inform a member of staff if there is an issue.
- To always set a good example and be respectful.
- To support their child in adhering to the School Rules and Behaviour Expectations in and out of school and when online and using social media.
- To inform the school of any changes in circumstances that may affect their child's behaviour.

If the school has to use reasonable sanctions to discipline a child, we ask parents to support the actions of the school. If parents have any concerns about the way in which their child has been treated, they should initially contact the class teacher. If the concern remains, they should contact the Headteacher. If this does not resolve the problem, a letter should be written to the Chair of Governors. As a last resort, a formal grievance or appeal process can be implemented (see the School's Complaints Policy).

Poor Behaviour Incidents

When dealing with behaviour incidents in school, we use a restorative approach to help us resolve the issues and help prevent them from happening again. This allows everyone involved to communicate what happened, play a part in fixing the situation and move forward positively. In keeping with our Christian ethos, we try to move forward in a spirit of forgiveness.

We will investigate incidents and ask questions to help children understand the circumstances and hopefully see the problem from both sides. We will explore what happened, what feelings made them behave in that way, and what they could do differently next time. (Examples of questions in Appendix 1)

We encourage the child to express how they feel about what has happened so that they are able to use reasoning and understand their own involvement. We discourage feelings of resentment and look for a positive outcome – ways to make things better. It is a system that helps children to discuss issues and feelings and express themselves, thus building resilience and important skills for the future.

Rewards and Consequences

Rewards

It is very important that the children know from a very early age that each person deserves to be treated fairly, with equity and dignity and allowed freedom and space to develop and learn without interference from others. In order to promote good standards of behaviour there are opportunities for rewards, alongside appropriate consequences for those who choose not to comply.

At Coulsdon Primary School members of staff recognise, model and celebrate the school values at all times, through informal and specific praise. Effort and achievement are rewarded and valued. Pupils are expected to be kind, respectful and hardworking and be aware of each other's safety. We ask the children to remember the three simple rules:

- 1) Be safe
- 2) Be respectful
- 3) Be ready

A variety of rewards are used in school depending on the age and ability of pupils.

Consequences

At Coulsdon Primary School we understand that all behaviour is a communicator of emotion and that all children, at some time or other, will fall short of the expected behaviour. We work towards reconciliation and forgiveness in our community.

In order for children to be able to make the correct choices we need to help them understand why they are behaving in a certain way and what they can do differently next time. If a child is in an escalated state, calming techniques are used to help regulate the child's emotions. We also teach the children these strategies so that they can self-regulate.

Parents are informed of behaviour concerns depending upon the severity of the actions. Low level behaviour is corrected in class, and higher-level behaviour is escalated to the Senior Leadership Team and recorded on our whole school behaviour monitoring system - CPOMs. We teach children that every action has a consequence and share with them the expectations of the school.

Whole School Step by Step Behaviour Management Stages

What is deemed unacceptable behaviour at Coulsdon?

- bullying (including cyberbullying)
- sexual violence or harassment
- racism, sexism or ageism
- intolerance of the religion or beliefs of others
- · homophobic, biphobia and transphobic remarks or name-calling
- swearing or offensive behaviour, including rude gestures
- physical abuse e.g pushing, hitting, kicking...
- stealing or other abuse of property
- leaving the classroom without permission
- · refusal to follow instructions
- · disrupting the learning of others
- inappropriate reaction to criticism/discipline
- disrespect to another child or member of staff or a visitor to the school
- antagonistic behaviour

Stage	Behaviour	Possible Rewards and Consequences
Expected Behaviour	We expect all our children to behave and to work hard and do their best. Expected behaviour is linked to our school values, the Fruit of the Spirit.	Rewards come in many forms, but are related to hard work and The Fruit of The Spirit which are love, faithfulness, joy, self-control, patience, goodness, peace, gentleness and kindness. The biggest reward is feeling safe, happy and making good progress.
Yellow Stage 1 Verbal Warning (two verbal warnings given)	Low level disruption Examples (not exhaustive): Not following instructions; not listening; lack of focus/off task; calling out; disturbing others; poor playtime behaviour.	Staff Members involved discuss the behaviour with the child and refer to the rules and value not being used. Staff may note any verbal warnings in a class book and where necessary staff will share concerns with parents.
Yellow Stage 2 (after 2 verbal warnings, Stage 2 is implemented)	Continuation of the above and/or more serious behaviours. Examples (Not exhaustive):	Staff Members involved discuss the behaviour with the child and refer to the rules and value not being used. Staff will investigate the incident as thoroughly as possible and make a decision based on the balance of probability before providing an age appropriate and

behaviour monitoring system Children may complete a name (Appendix 4).	
Red Stage 3a Continuation of the above Staff Members involved disc	cuss the behaviour with the
Time Out (with no improvement child and refer to the rules a	and value not being used.
following the opportunities	
to improve) and/or more Staff will investigate the incident	• •
serious behaviours. possible and make a decision	
probability before providing a Examples (Not exhaustive): suitable consequence which	
Refusal to do as asked; with SLT; the loss of playtim	
rudeness to peers and/or damage; increased contact	
adults; leaving the classroom specially set up and agreed	_
without permission; disregard book or reward chart.	
for school property; rough play	
like play fighting, pushing, Class Teacher or SLT info	orms parents, verbally or
hitting, kicking, by email.	
grabbing, pinching; physical	
altercation; inappropriate Staff records details of the	
language; racist language; conversations on CPOMs.	•
diversity related incidents. Red Stage 3b Continuation of the above SLT will discuss the behavior	vije voloto it to the
Internal with no improvement after rules and values not being u	
Suspension Stage 3a and/or behaviours suitable consequence.	iseu and work towards a
not limited to the below list:	
Internal Suspension and refl	lection time (in school with
Deliberate behaviour resulting a member of staff) – this car	,
in another child or adult being class time.	
hurt physically or emotionally,	
swearing (including offensive SLT will contact parents and	-
hand gestures), stealing, detailing the internal suspen	nsion.
bullying including online bullying, serious deliberate Staff records details of the	o incident/s and
bullying, serious deliberate damaging of school property, child on child abuse, racist or homophobic or gender biased name calling. Staff records details of the conversations on CPOMs.	

Fixed Term (External) Suspensions and Permanent Exclusion: The School follows the guidance from DFE Suspension and permanent exclusion from maintained schools, academies and pupil referral units in England, including pupil movement.

In extreme circumstances, when all other avenues have failed to elicit consistently improved behaviour, or where a child's behaviour is seriously harming the education or welfare of other members of the school community, the Head Teacher will consider a Fixed Term External Suspension, or Permanent Exclusion. This includes pupils who make false allegations against staff. In such instances the Parents and the Chair of Governors will be informed immediately.

Examples of behaviour are: Deliberate destruction or damage to school property, harming a child or adult enough to cause serious injury on purpose, bullying including online bullying, child on child abuse, repeated racist, gender biased or homophobic remarks, bringing into school offensive weapons, drugs, alcohol or cigarettes.

Exclusions come in two forms:

- 1. Fixed term (time limited) Suspensions (at home) will be implemented, which may lead to
- 2. Permanent Exclusion if behaviour persists

Note: In instances of <u>fixed term suspensions</u>, the child will only be readmitted after a *reinstatement meeting* is held in line with DfE Guidance.

GOVERNORS' STATEMENT OF PRINCIPLES ON PUPIL BEHAVIOUR

(adapted from Southwark Diocesan Board of Education)

- (a) we believe that everyone is created in the image of God and is of infinite worth. The school's behaviour policy is based on Christian values. In our Christian community, relationships are based on these core values: loving, caring attitudes; concern for the whole person; justice and respect for others. Reconciliation and forgiveness are central to the Christian gospel and the notion of a fresh start and reintegration programme for excluded pupils is a key part of the school's behaviour policy;
- (b) we believe that dialogue with pupils, parents, carers and staff is important in developing the principles on which the behaviour policy is based and therefore the school will consult those involved with the school community, as appropriate, when the policy is reviewed and ensure that any impact on the home/school agreement is assessed;
- (c) we aim to provide an environment in which all pupils and staff feel safe and secure and in which pupils are affirmed, develop resilience and a sense of belonging so that they can talk openly with adults at the school about any problems;
- (d) we believe that pupils learn by example and it is expected, therefore, that all adults in the school will model good behaviour;
- (e) we do not tolerate violence, threatening behaviour, abuse or any form of bullying; everyone in the school community has a right to respect and the right to an atmosphere which is conducive to learning;
- (f) we have a zero tolerance of offensive weapons, alcohol and drugs in school and sanctions the confiscation, retention or disposal of pupils' property in accordance with DFE guidelines which enables staff to search for prohibited items without consent;
- (g) we do not tolerate the misuse of the internet, social media, messaging apps and mobile phones;
- (h) we take firm action against pupils, parents, or others who harass members of staff on, or off, school premises and ensures that pastoral care is available to staff accused of misconduct:
- (i) we will not discriminate against any pupil on the grounds of religion, belief, or lack of religion, or belief; race; gender; disability; sexual orientation; gender reassignment; marriage or civil partnership; or pregnancy or maternity;
- (j) we promote positive behaviour through active development of pupils' spiritual, social, cultural, emotional and moral sense;
- (k) we set clear expectations of behaviour through clear codes of conduct including behaviour beyond the school gate;
- (I) we praise, support and reward good behaviour and improvements in behaviour, as appropriate, and provide a range of opportunities in which pupils can excel and be rewarded;
- (m) we apply a wide range of sanctions fairly, consistently and appropriately, taking account of pupils' special educational needs, disability and the needs of vulnerable children;

- (n) we ensure that all staff are given access to appropriate training, opportunities to share and to develop their skills, are equipped to manage behaviour and are aware of any system of referral for particular types of behaviour;
- (o) we ensure that senior staff are highly visible at particular times of day to support staff and maintain a sense of calm and order:
- (p) we ensure that all new staff are made aware of the behaviour policy and these principles;
- (q) we ensure commonly agreed teaching, classroom management, intervention and behaviour strategies are used;
- (r) we ensure that there is an effective pastoral system in place which can address root causes of disruptive behaviour and enables early signs of mental health problems to be referred or addressed appropriately;
- (s) we ensure that there is effective provision for pupils with SEND and that reasonable adjustments are made for pupils with SEND;
- (t) we ensure that multi-agency assessments are considered for pupils displaying continuous disruptive behaviour;
- (u) we ensure that parents are kept informed of their child's behaviour (good and bad) and that common ways of working together are explored to assist pupils in making improvements in their behaviour. In addition to the above, the Governing Body expects the headteacher to:
- (v) we draw on the following DFE guidance when drawing up or reviewing the behaviour policy screening, searching and confiscation; use of reasonable force; dealing with allegations of abuse against teachers and other staff; behaviour and discipline in schools advice for headteachers and school staff; preventing bullying; and mental health and behaviour in schools. (ii) comply with the legal requirements in drawing up the behaviour policy, ie, to include measures which: promote good behaviour, self-discipline and respect; prevent bullying; ensure pupils complete assigned work; and regulate the conduct of pupils.

Prompts for discussions with children (Example)

Staff must listen to both sides and ask all children these questions before making a judgement on the balance of probability

Questions/Prompts (begin by validating feelings)

- 1. I can see that you are feeling (sad, angry, frustrated etc use specific feelings words) and I was wondering what has happened?
- 2. I can understand why you are upset. How were you feeling at the time of the incident?
- 3. How have you been feeling since?
- 4. How have your actions affected others?
- 5. What could you do differently next time?
- 6. How can you make the other person/people feel better?

Describe

- 1. When (time) and where did it happen?
- 2. Who was there?
- 3. What do you think happened?
- 4. How did it happen?
- 5. What did you do?
- 6. What did they do?
- 7. Who did you tell and ask for help?
- 8. Is there anyone else who could help?

Coulsdon Church of England Primary School Offensive Language Letter

Dear	
Today at school I used offensive language.	
said:	
understand that this is not acceptable and will not use such language again. I wapologise/have apologised to those people I have offended.	ill
Yours sincerely,	
Name:	
Class:	
Date:	
Parent signature:	_

Behaviour and Discipline in Schools (DfE Guidance)

The DfE gives clear guidance to Headteachers and School Staff on Behaviour and Discipline in Schools https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools

The Law on Behaviour and Discipline Policy in Schools

- Teachers have statutory authority to discipline pupils whose behaviour is unacceptable, who break the school rules or who fail to follow a reasonable instruction (Section 90 and 91 of the Education and Inspections Act 2006).
- The power also applies to all paid staff (unless the headteacher says otherwise) with responsibility for pupils, such as teaching assistants.
- Teachers can discipline pupils at any time the pupil is in school or elsewhere under the charge of a teacher, including on school visits.
- Teachers can also discipline pupils in certain circumstances when a pupil's misbehaviour occurs outside of school.
- Teachers have a power to impose detention outside school hours.
- Teachers can confiscate pupils' property

Punishing Poor Behaviour - What the law allows

- Teachers can discipline pupils whose conduct falls below the standard which could reasonably be expected of them. This means that if a pupil misbehaves, breaks a school rule or fails to follow a reasonable instruction the teacher can impose a punishment on that pupil.
- To be lawful, the punishment (including detentions) must satisfy the following three conditions: 1. The decision to punish a pupil must be made by a paid member of school staff or a member of staff authorised by the head teacher; 2. The decision to punish the pupil and the punishment itself must be made on the school premises or while the pupil is under the charge of the member of staff; and 3. It must not breach any other legislation (for example in respect of Disability, Special Educational Needs, Race and other Equalities and Human Rights) and it must be reasonable in all the circumstances.
- A punishment must be reasonable. In determining whether a punishment is
 reasonable, section 91 of the Education and Inspections Act 2006 says the penalty
 must be proportionate in the circumstances and that account must be taken of the
 pupil's age, any special educational needs or disability they may have, and any
 religious requirements affecting them.
- With reference to the role of volunteers on trips and otherwise, other than a reasonable reprimand for poor behaviour, the power to discipline rests with staff of the school and not volunteers.
- Corporal punishment is illegal in all circumstances.
- Children must not suffer as a result of any discipline and staff follow the school safeguarding policy in this respect.

Pupils' Conduct Outside the School Gates - What the law allows

Teachers have a statutory power to discipline pupils for misbehaving outside of the school premises. Section 89(5) of the Education and Inspections Act 2006 gives Head Teachers a specific statutory power to regulate pupils' behaviour in these circumstances "to such extent as is reasonable."

Coulsdon School expects pupils to behave out of school as well as when at school. Any behaviour which involves non-criminal bad behaviour and bullying, which is witnessed by a staff member or reported to the school will be taken very seriously and dealt with according to the school's policy for disciplining misbehaviour and bullying.

Subject to the school's Behaviour Policy, the teacher may discipline a pupil for any misbehaviour when the pupil is taking part in any school-organised or school-related activity or travelling to or from school or wearing school uniform or in some other way identifiable as a pupil at the school or misbehaviour at any time, whether or not the conditions above apply, that could have repercussions for the orderly running of the school or poses a threat to another pupil or member of the public or could adversely affect the reputation of the school

Detention - What the law allows (Coulsdon uses the phrase Reflection Time rather than Detention)

- Teachers have a legal power to put pupils in detention and that parent consent is not required to put pupils into detention.
- At Coulsdon' we use the term 'Reflection Time' instead of detention as we regard detention as time for <u>reflection</u> on poor behaviour, an opportunity to <u>consider</u> who it has affected and a time to make amends and apologise.
- We recognise the right in law to give detention on school days, at weekends and on in-service training days. However, at Coulsdon' we would not use detention outside school hours as a sanction.
- For a lunchtime detention/reflection, notice is not given to parents. Teachers have been delegated the power to use this sort of detention/reflection if they deem it necessary. Teachers will ensure that reasonable time is allowed for the pupil to eat, drink and use the toilet.

Confiscation of Inappropriate Items - What the law allows

There are two sets of legal provisions which enable school staff to confiscate items from pupils: 1) The general power to discipline enables a member of staff to confiscate, retain or dispose of a pupil's property as a punishment, so long as it is reasonable in the circumstances. The law protects them from liability for damage to, or loss of, any confiscated items provided they have acted lawfully.

The legislation does not describe what must be done with the confiscated item and the school behaviour policy may set this out Confiscated items will be retained in the Headteacher's office while any incident is being investigated. Generally, confiscated items will be returned to parents following investigation. However, if necessary, items will be given to the Police.

Power to search without consent for "prohibited items" including:

- knives and weapons
- alcohol

- illegal drugs
- stolen items
- tobacco and cigarette papers
- fireworks
- pornographic images
- any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property
- any item banned by the school rules which has been identified in the rules as an item which may be searched for.

The legislation sets out what must be done with prohibited items found as a result of a search.

Weapons and knives and extreme or child pornography must always be handed over to the police, otherwise it is for the teacher to decide if and when to return a confiscated item.

While the likelihood of such a necessity at Coulsdon School is extremely low, should it be necessary Headteacher would refer to 'Screening, Searching and Confiscation – advice for head teachers, staff and governing bodies.

Power to use Reasonable Force - What the Law Allows

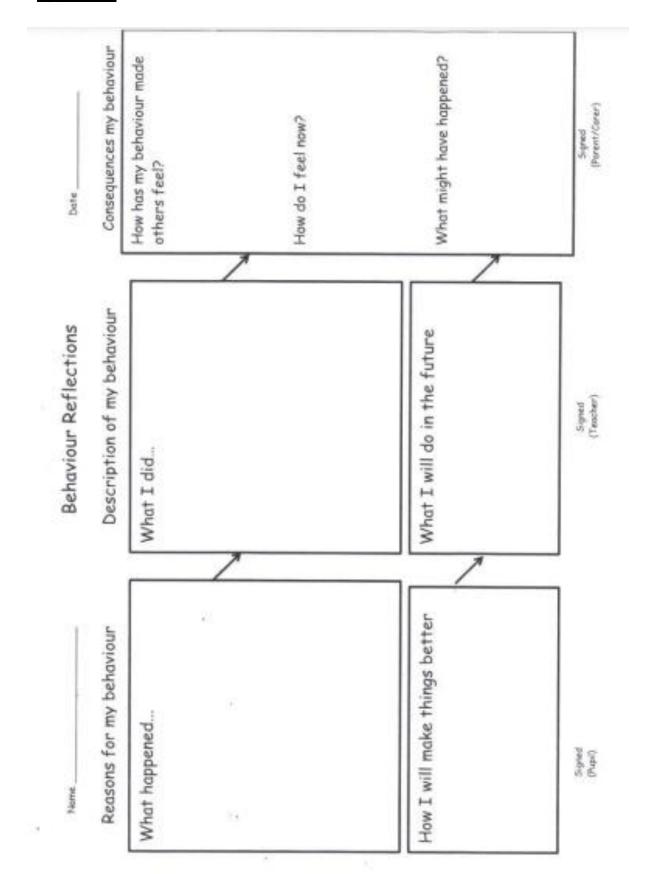
The legal provisions on school discipline also provide members of staff with the power to use reasonable force to prevent pupils committing an offence, injuring themselves or others, or damaging property, and to maintain good order and discipline in the classroom. While the likelihood of such a necessity at Coulsdon School is extremely low, should it be necessary the Headteacher would make reference to 'Use of Reasonable Force – advice for school leaders, staff and governing bodies' (non-statutory guidance).

Malicious allegations

- For allegations of abuse made against teachers or other staff, processes dictated in part 4 of 'Keeping Children Safe in Education' will be followed.
- Where a child makes an accusation against a member of staff, and that accusation is shown to have been malicious, the Headteacher will discipline the child in accordance with this policy.
- Please refer to our Safeguarding Policy for more information on responding to allegations of abuse. The Headteacher will also consider the pastoral needs of staff accused of misconduct.

The above DfE guidance reinforces our behaviour management system of "Behaviour Rewards & Consequences" and "School Rules".

Our Behaviour Policy is underpinned by our Christian Faith and Values



Together, growing in mind, body and spirit.