

## Behaviour Management Policy

### 1. Aims

At The Free School Norwich, we want all our children to develop and learn to the best of their ability. We believe that this includes learning about their behaviour and emotions. We need to ensure that we have an effective approach to securing high quality personal development and well being through:

- Positive and caring relationships
- Engaging learning activities
- Clear and high expectations
- Praise
- Consistency
- Reflection – learning about our behaviour and emotions
- Developing responsibility.

### 2. The School's Code of Conduct

The school has established a Code of Conduct for all pupils, staff, parents and visitors to the school to follow. The code sets out the rights of everybody in the school to safe, respectful and fair treatment by others. Within the code will be a clear and simple list of behavioural expectations, which will ensure that everybody can work and learn in a safe, respectful and fair environment.

### 3. Rewards

The school will always look to reward positive behaviour in children against the school's Code of Conduct through:

- Public praise – this is our easiest and most effective tool in maintaining a positive ethos and encouraging good behaviour
- Stickers to highlight good behaviour, good work and a positive ethos
- House points - given out readily in conjunction with praise for effort and achievement
- Citizenship awards - awarded to children for good citizenship
- Excellent Behaviour Awards – awarded to two children each week in assembly
- Celebration Assemblies – pupils from each class receive an individualised certificate at a special end of week assembly.
- Golden Time for one hour on a Friday afternoon.

### 4. Unacceptable Behaviour

We know that the quality of teaching and learning has a direct impact on good behaviour. At The Free School Norwich, we aim to make our lessons lively, stimulating and high quality experiences which engage and interest the children and effectively meet their individual needs.

We acknowledge the important role that we play as a school in helping children to learn how to behave in an appropriate way and how to form positive and productive relationships with each other and with adults.

From time to time however, some children exhibit behaviour which is disrespectful to others around them or disruptive to learning. Behaviour which is disrespectful or disruptive to learning will be considered unacceptable behaviour. Unacceptable behaviour includes the following:

- Calling out in class
- Making rude or inappropriate comments to adults or other children
- Refusing to get on with a learning task
- Persistently disturbing other children who are working
- Persistently getting up and wandering about the classroom
- Making tapping, clicking or whistling noises intended to disturb others
- Not using learning resources appropriately
- Leaving the classroom without permission

This is not an exhaustive list and there may be other situations where the class teacher makes a judgement that a child's behaviour is unacceptable.

## **5. Behaviour Management Procedure for Unacceptable Behaviour**

All staff at The Free School Norwich will remain firm but friendly throughout the behaviour management procedure. The procedure is as follows:

1. Each class teacher will have a set of traffic lights that serve as clear visual indicators of acceptable and unacceptable behaviour. All children are placed on the green traffic light at the start of the day.
2. Unacceptable behaviour at any time during the day will result in a child being placed on the amber traffic light. A clear explanation will be given to the child of what they must do within a set time period to be placed back on the green traffic light.
3. Continued unacceptable behaviour will result in a child being placed on the red traffic light. A discussion will then take place between the child and their class teacher to explore:
  - What the child did which was unacceptable behaviour
  - Why they did this
  - What the consequence of their actions was upon others around them
  - How they can best put right the situation
  - How they can avoid making the same mistake in the future.
4. The child will then be given the opportunity to put right the situation. This could include the following actions:
  - A personal apology
  - A written apology
  - An agreed helpful act e.g. helping the teacher with a small job in class.
5. Should a child be placed on the red traffic light twice or more in one week, the child will then be placed on a Behaviour Report for a period of one week. A letter will be sent to the child's parents by the Principal to notify them of the action.
6. Whilst on a Behaviour Report, the child must report to their class teacher at the end of each morning and afternoon session to discuss whether their behaviour has been acceptable. The class teacher will note the outcome of the discussion on the child's behaviour report and sign it.
7. The child will also serve a lunchtime detention on the first day of their Behaviour Report under the supervision of the Principal or Vice Principal.
8. If the child continues to exhibit unacceptable behaviour whilst on a Behaviour Report, the Principal will invite the child's parents to a meeting to discuss the child's behaviour, so that

the child may be supported to improve their behaviour. The Behaviour Report will then be extended to a second week.

9. If, during the second week on a Behaviour Report the child continues to exhibit unacceptable behaviour, then a Fixed Term Exclusion of up to two days will be served to the child for persistent unacceptable behaviour.

## 6. Serious Unacceptable Behaviour

In some cases a child's behaviour may be seriously unacceptable. Serious unacceptable behaviour includes the following:

- Verbal abuse to any member of the school staff, visitors and / or other pupils, including name calling, swearing, racist or sexist remarks
- Physical abuse / wilful injury to / attack on staff, visitors and / or on other pupils
- Threatening behaviour or bullying
- Indecent behaviour
- Stealing or damage to property
- Misuse of illegal drugs or other substances and / or supplying an illegal drug
- Theft
- Sexual abuse or assault
- Carrying an offensive weapon
- Arson
- Serious unacceptable behaviour which has previously been reported and for which school sanctions and other interventions have not been successful in modifying the pupil's behaviour.

This is not an exhaustive list and there may be other situations where the Principal, or Vice Principal in their absence, makes the judgment that exclusion is an appropriate sanction.

Incidents of serious unacceptable behaviour are recorded on a Serious Unacceptable Behaviour Report by the Principal, a copy of which is kept in the school's behaviour log and a copy sent home to the child's parents for their reference. The Chair of Governors will also be informed of any decision to exclude a child.

Serious unacceptable behaviour is dealt with in accordance with the school's Pupil Exclusion policy.

**Principal:** Mrs Tania Sidney-Roberts

**Policy Approved by:** Governing Body September 2017

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