

KINGSMEAD SCHOOL HOYLAKES LIMITED
Including Boarding and Early Years Foundation Stage

Behaviour Policy

Summary

This policy has been produced in line with Department for Education guidance 'Behaviour and Discipline in Schools' 2014, Keeping Children Safe in Education, Equality Act 2010, Improving Spiritual, Moral, Social and Cultural Development of Pupils (Nov 2013), Early Years Foundation Stage Statutory Framework 2017 and should be read in conjunction with Kingsmead School's policies on Discipline Rewards and Sanctions, Pupil Restraint and Searching policies.

Governors

It is the Governors' role to ensure that good behaviour and discipline on the part of pupils are pursued in Kingsmead School and they will from time to time review the policies designed to promote such behaviour in consultation with the Head, staff, parents and pupils and with regard to current legislation and statutory guidance.

Rationale

Kingsmead School aims to encourage pupils to adopt the highest standards of behaviour, principles and moral standards. We aim to promote trust and mutual respect for everyone. We believe that good relations, good manners and a safe secure learning environment play a crucial part in the development of intellectually curious pupils, who are motivated to become life-long learners. We develop qualities of team-work and leadership through our extensive programme of extra-curricular activities.

As a Christian School we are an inclusive community. We welcome pupils from a wide variety of ethnic and social backgrounds and faiths. We treat everyone as an individual and aim to develop the whole person equipped to take his/her place in the modern world.

Within our Early Years Foundation Stage (EYFS) setting, our designated staff member responsible for behaviour management is Mrs E Harvey.

This policy reflects the key aspects that contribute to the improvement of pupil behaviour:

- A consistent approach to behaviour management
- Strong school leadership
- Effective classroom management
- Effective rewards and sanctions
- Behaviour strategies and the teaching of good behaviour
- Staff development and support
- Pupil support systems
- Liaison with parents and other agencies

Kingsmead's school community of Governors, staff, parents and pupils adhere to a code of conduct, rather than to lists of rules. Kingsmead School sees education as a partnership. Our staff are committed to excellence, aiming to achieve a spirit of trust and cooperation. We expect the highest values and standards of behaviour both inside and outside the classroom, as well as outside the school and in any written or electronic communication concerning the school.

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Physical intervention is allowable when a child is in immediate danger of injuring themselves or others – for example, running towards a road. Any such physical intervention will be reported to the Head of Department / Senior Master, and in EYFS, parents / carers will be informed on the same day or as soon as reasonably practical.

Through the implementation of this policy and mindful of our ethos we aim to:

- ensure that each person's right to dignity and security within the school community is protected and that all members treat each other with respect;
- allow pupils to express their views responsibly and listen to the views of others with respect;
- ensure that in accordance with our policy on bullying, no member of the school community should feel threatened by the words or actions of another;
- be inclusive of all pupils and treat each other equally regardless of race, religion, culture, gender, sexual orientation, disability or learning difficulty or the fact that a child is adopted or is a carer. In accordance with the Equality Act of 2010 Kingsmead seeks to ensure that appropriate adjustments are made for pupils with special educational needs or disabilities;
- create a well ordered environment where basic and simple rules are observed for the benefit of the whole school community, (see Appendix I, School Expectations);
- nurture the basic Christian values of honesty, fairness, politeness and kindness within all members of the school community;
- ensure that when these values are not observed, appropriate sanctions are seen to be administered in a fair and just manner;
- ensure that good behaviour, effort and success are acknowledged and rewarded where appropriate;
- promote an excellent attendance and punctuality record for all pupils;

Procedures for the implementation of this policy

A statement on standards of behaviour should be known and followed by every member of the school community from Year 1 upwards. This will take the form of a Code of Conduct, to be displayed in all form rooms and classrooms and in other appropriate places in the school. This Code, together with the rewards and sanctions that support this good behaviour, will be explained to every pupil, by their Form Teacher, at the start of the school year to ensure that all pupils understand and accept what is good and what is unacceptable behaviour and the steps that are taken to promote this. The code of conduct will also be sent to new parents in the starter pack and new pupils and parents will be asked to return a signed copy to school to demonstrate their agreement with the code, (see Appendix II, Code of Conduct).

Code of conduct for all junior and senior pupils to be displayed in all teaching spaces and in the planner.

Kingsmead Code of Conduct

At Kingsmead we will:

- behave in a way that will bring credit to the school, my family and myself;
- respect everyone and be courteous to all other staff and pupils, avoiding rudeness, bullying and bad language;
- arrive at school and to all lessons on time and with the correct books and equipment;
- complete all work to the best of my ability and by the deadlines set;
- use personal electronic equipment only with the permission of a teacher and keep the rules about Internet use;

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- avoid low level disruption of learning and be aware of my fellow pupils;
- be considerate, kind and inclusive at break-times, involving others and not play violent games;
- uphold the reputation of the school in the wider community and never bring tobacco, illegal drugs, alcohol, weapons, fireworks or pornographic images into school;
- think carefully about what I write on social network sites so as not to upset others;

Involvement of Parents and Guardians

Parents and Guardians who accept a place for their child at Kingsmead School undertake to uphold the Code of Conduct when signing the school's terms and conditions. They will support the school's values in matters such as attendance and punctuality, behaviour, uniform/dress and appearance, standards of academic work, extra-curricular activities and homework/private study. Parents and Guardians undertake to support the authority of the Headmaster in enforcing the Code of Conduct in a fair manner that is designed to safeguard the welfare of the community as a whole.

In the event of any behaviour management issues the school will liaise closely with parents and, if relevant, other support agencies.

We will always telephone the home on the first day of an unexplained absence in order to make sure that the absent child has not suffered an accident. Please note that it is the Governors' policy not to allow holidays to be taken during term.

Involvement of Pupils

Our experience shows that the ethos of and respect for the school is enhanced by listening to our pupils and by encouraging constructive suggestions from them, through assemblies, Personal, Social, Health and Economic Education (PSHE) lessons, tutor groups, pupil forums (including The School Council and The Food Committee) and other such areas.

Sanctions

All paid staff have the authority to discipline pupils whose behaviour is unacceptable. (Unless the Headmaster says otherwise.) 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. This includes when participating in any school-organised or school-related activity, travelling to or from school, wearing school uniform or in some other way identifiable as a pupil from Kingsmead. It also applies to misbehaviour that could have repercussions for the orderly running of the school, poses a threat to another pupil or member of the public or could adversely affect the reputation of the school.

The Headmaster for his part undertakes to apply any sanctions fairly, and, where appropriate, after due investigative action has taken place. Sanctions may undergo reasonable change from time to time; but will not involve any form of unlawful or degrading activity. Examples of sanctions include: detention after school, withdrawal of privileges and assistance with domestic tasks, such as collecting litter, exclusion for a specified period, removal or expulsion. Due consideration will always be given to appropriate sanctions when dealing with pupils with disabilities or Special Educational Needs in accordance with the Equality Act 2010. See discipline policy (EYFS, Infants and Juniors), Discipline policy (Seniors), also Pupil Restraint policy and Searching Belongings or Person policy. The person responsible for behaviour management in the EYFS is Mrs E Harvey.

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Kingsmead takes malicious allegations against staff very seriously. If a pupil is found to have made a malicious allegation their parents will be informed and the Headmaster, with the assistance of the SMT, will decide on the appropriate course of action.

Corporal punishment may not be used or threatened.

Teaching and Learning

Kingsmead School aims to raise the aspirations of all its pupils and to help them to appreciate that there are no barriers to their potential achievements both inside and outside the classroom. Pupils are encouraged to take responsibility for their own learning. We celebrate success, emphasise the positive and deal with the negative in a sensitive and tactful way. Our teaching staff offer every child a high level of individual attention, together with consistent and helpful advice. In return, we expect every pupil to cooperate and to work hard.

Complaints

Parents and pupils are encouraged to use our complaints procedure (which is available from the Headmaster’s office and on the School Website) if they feel their concerns about behaviour (or anything else) are not being addressed properly. Parents of EYFS children should be aware that they have the right to refer a complaint directly to OFSTED if they are unhappy about the way their complaint has been handled. The complaints policy (available from the School Office) explains how to complain to OFSTED.

Related Policies

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| • Admissions Policy | Admissions & Attendance Register |
| • Anti-Bullying | Child Protection/Safeguarding Policy |
| • Complaints Procedure | Discipline and Exclusions |
| • Disability Policy | Equal Opportunities |
| • Pupil Sanctions Record | SEN & Learning Difficulties Policy |

Compiled	March 2011	M G Gibbons
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Approved	September 2013 September 2015 September 2016 September 2017 September 2018	TJT(Governor Representative) Academic Committee Academic Committee
Revised	August 2013 March 2015/September 2015/ October 2016 February 2016 July 2017	M Wilson J Cowan M Wilson/J Cowan
Circulated	Autumn 2011	Policies P Drive
Emailed	Nov 2013 Nov 2014/ September 2015/ October 2016	To All Staff & Parents M Wilson

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Appendix I



School Expectations
Some basic rules to be followed at all times:

1. Uniform should be worn correctly at all times.
2. Chewing gum is not allowed in school.
3. Fizzy drinks and energy drinks are not allowed in school.
4. For health and safety reasons long hair should be tied up and extreme hairstyles are not acceptable.
5. Make-up, Nail Varnish and Jewellery must not be worn.
6. All pupils must have a pen, pencil and ruler and be properly equipped for all lessons including P.E. and practical subjects.
7. Pupils should only go to reception to seek first aid at break times or with the written permission of a member of staff.
8. Planners must be kept up to date and be checked by form tutors daily.
9. Pupils should not run or play in the corridors or in Carlton Lane.
10. Noise on the corridor and in the Library should be kept to a minimum.
11. Conduct: Good manners, orderly behaviour, neat and clean dress together with obedience to staff instructions are required at all times, including journeys to and from school both on foot, on the school bus and on public transport.
12. Behaviour outside school, at any time, which brings the school into disrepute, will be punished. The Code of Conduct indicates the appropriate behaviour expected at all times.

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Appendix II



Code of Conduct

At Kingsmead we will:

- behave in a way that will bring credit to the school, my family and myself;
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- arrive at school and to all lessons on time and with the correct books and equipment;
- complete all work to the best of my ability and by the deadlines set;
- use personal electronic equipment only with the permission of a teacher and keep the rules about Internet use;
- avoid low level disruption of learning and be aware of our fellow pupils;
- be considerate, kind and inclusive at break-times, involving others and not play violent games;
- uphold the reputation of the school in the wider community and never bring tobacco, illegal drugs, alcohol, weapons, fireworks or pornographic images into school;
- think carefully about what we write on social network sites so as not to upset others;

Please discuss this code of conduct with your child and then sign below. Please return this copy to school to confirm that you understand the behaviour that is expected of pupils attending Kingsmead.

Parent Signature: _____ **Date:** _____

Pupil Signature: _____ **Date:** _____