

COOPERSALE HALL SCHOOL BEHAVIOUR MANAGEMENT POLICY (TRANSITION TO YEAR 6)

We believe that the key to high standards of behaviour comes from:

- the quality of the relationships between pupils and staff, which are based on mutual respect;
- the clear expectations we set within and outside the classroom and which we reinforce continuously;
- providing stimulating lessons matched to the needs and learning styles of our individual pupils and generally living out our School aims and mission statement.

Each member of staff is expected to ensure the consistent application of this policy throughout the School and to follow the correct procedures by adhering to the guidance provided.

Aims

At Coopersale Hall School the pupils, teachers, support staff and the Principal aim to create a safe and well-ordered learning environment in which we:

- Recognise and develop our capabilities, talents and gifts to the full
- Are confident, caring and responsible members of our School Family
- Take pride in our own and others' achievements through our affirmative culture
- Aim to be independent learners with a passion for learning
- Recognise that behaviour can be changed and share a genuine desire to improve
- Understand that learning and social development are lifelong experiences

Code of Conduct

To work together and to make our School a safe, pleasant and dynamic place we will:

- Treat people as we would like to be treated by others
- Be polite
- Respect other people and the school environment
- Behave well in all areas in and around the School
- Take pride in our appearance
- Always place litter in the bins provided
- Be supportive members of the school community

Expectations

We will:

- Behave and move around the site in a quiet and responsible manner
- Bring the correct equipment, books and diary to School every day
- Take care of school books, equipment and the environment in which we work
- Take pride in our work and always do our best
- Be punctual to School and to all lessons
- Aim for 100% attendance
- Behave in a manner that allows teachers to teach and students to learn
- Participate in personal learning and extra curricular activities provided by the School.

Rewards and Sanctions

- Our system of rewards and sanctions is designed to provide a framework of consistency that promotes positive behaviour
- The system is integrated with the House System that operates throughout the School
- The House System is overseen by the Deputy Head
- The whole School is divided into four Houses: Beech, Chestnut, Oak and Willow
- Each House has a House Captain, who take responsibility for the behaviour of members in their House

Rewards Systems

- Coopersale Hall School recognises all type of achievement, such as excellent punctuality and attendance, good behaviour and work
- We use a variety of methods of rewarding pupils, such as through certificates, trophies, sports celebrations and other rewards and prizes.
- The Headmistress regularly holds celebration assemblies to reward pupils

Rewards are used to encourage good behaviour and attendance habits as well as academic effort and success. To be a motivating factor and for the rewards to have currency in the eyes of the pupils there are clear, but varied criteria which would be worthy of reward, e.g.:

House points are not awarded in response to pupil requests or in exchange for the expected standards of good behaviour.

How pupils should be rewarded

- All staff reward pupils by using praise and house points
- House points are recorded on the house point sheets in the classes
- Class Teachers will record weekly totals of house points
- Class Teachers will ensure that these totals are kept up to date

How pupils may be sanctioned

- It is important to remember that we do not use any form of corporal punishment at Coopersale Hall School when imposing sanctions on a child.
- The School has developed a range of strategies to deal with any incident of disruptive behaviour in a consistent manner
- Disruptive behaviour is defined as any behaviour that negatively impacts the fundamental rights of individuals to feel safe, be treated with respect and to learn
- The strategies are aimed at encouraging pupils to accept responsibility for their own behaviour and to make positive decisions

For more serious misdemeanours:

- Internal isolations may be used (issued by SMT in consultation with the Deputy Head/ Headmistress) where it is deemed necessary. Parents are automatically informed
- Fixed term exclusions are issued by the Headmistress. These are always followed up by a re-entry meeting with the pupil and parent

Role of the Subject Teacher:

- Always try, first, to diffuse a situation and encourage the pupil back on task
- Remind pupils of the classroom expectations
- If required, move the pupil within the classroom or enable the pupil a short time-out period.
- Detain the pupil as required
- Ensure that any serious incidents are recorded on the correct forms and copied to the Class Teacher

Role of the Class Teacher:

- Support the Subject Teacher to restore the relationship
- Resolve issues between the pupil and the teacher
- Be alert and deal proactively with any issues of bullying
- Inform the relevant Head of house if a matter persists.

Role of the Senior Management Team:

- The Deputy Head may arrange a meeting with parents, pupils and the class teacher to discuss strategies to best support the pupil
- The Deputy Head may refer to the Headmistress in the case of a serious issue
- In the case of requiring isolation and/or exclusion the Headmistress will make the final decision as to the action taken.

Guidance on supporting Behaviour for Learning

- Reward and praise pupils for correct behaviour
- Be firm, fair and consistent if you need to apply sanctions
- Abide by the guidance provided in the Professional Conduct Policy, including advice on use of physical restraint and professional conduct
- Always try to catch the pupil doing the right thing

See the Anti-Bullying Policy and Safeguarding Pupils Policy for further guidance.

**THIS POLICY WAS REVIEWED AND UPDATED IN FEBRUARY 2011
KAYE LOVEJOY**