

St Christopher's School

A Brighton College School



Behaviour and Discipline Policy

This policy applies to EYFS

Aims

Our aim is to achieve a high standard of behaviour at St Christopher's and create an environment in which pupils recognise what is expected and learn to take responsibility for their actions. All members of the community are encouraged to care both for themselves and for others. Good behaviour is actively modelled by a professional staff who strive to encourage and reward children for good work and behaviour.

Code of Conduct

There is a whole-school Code of Conduct which was developed through discussions with pupils and staff. All members of the St Christopher's School community are expected to follow the Code which is displayed in all the classrooms.

Care – for yourself, others and the school

Organisation – of your time, appearance and belongings

Determination – to achieve

Enthusiasm – in all you do

Bullying

The school does not tolerate any form of bullying. Our Anti-Bullying Policy is discussed with parents during Information evenings at the beginning of each year and is on the website. Issues relating to bullying are addressed regularly through assemblies and in PSHE lessons.

A concern should usually be referred to the Form Tutor in the first instance. If the concern remains, inform the Deputy Head (Safeguarding) or the Headmistress of the Pre-Prep. Serious or highly sensitive concerns should be referred to the Headmaster.

Pupils with SEN and LDD

Teachers are expected to be familiar with strategies for engaging, encouraging and rewarding pupils with SEND. They should always refer to individual IEPs of such pupils in order to maximise their potential and minimise misbehaviour. Guidance should be sought from the SENCO.

Rewards System

The celebration of achievements as a community forms an essential part of this policy. Pupils can be rewarded through:

- Verbal praise or written *comments* in exercise books
- The award of *House Points* in each of the categories of the Code of Conduct, which filters into the House competition
- Recognition in *assembly*
- Inclusion in the weekly *Newsletter*
- *Headmaster's Commendations* for excellent attainment or effort in work or extra-curricular activities, including excellent performances in school matches
- *Citizenship badges* to reward pupils for consistently upholding the values of the school
- *Certificates* for examination performance and best effort in each form in end of term assemblies, and in periodic Marks for the achievement of the 'gold' standard
- Cups and trophies at the annual *Prize-giving* for outstanding work in individual subjects, citizenship, behaviour, effort (in sections), art, music, drama and sport
- The *Headmaster's Award* at Prize-giving
- The award of half and full *colours* in sport
- The *appointment* of Head Pupils, prefects, form captains (termly), captains of sport, Head Librarians, Head Chorister and School Council Chair and representatives (voted by pupils)
- *Letters* from the Headmaster indicating outstanding achievement or behaviour

Sanctions

The school has a clear set of sanctions and discipline measures. All sanctions are designed to be constructive, positive and provide opportunities for reflection, discussion and resolution of concerns and are for the benefit of the pupil and the school community. Misdemeanours in school may be resolved through meetings with pupils, parents, letters to parents or detentions depending on the severity and frequency of offence.

Pre-Prep

Children and parents are made aware of the rules in each class and if they misbehave then the class rules will apply. Children will be given every opportunity to turn around their behaviour. If poor behaviour continues following two warnings then the child will see the Headmistress of Pre-Prep. Should the child's behaviour not improve then the child will be sent to the Headmaster. Parents will be kept regularly informed of behavioural issues. Continued unsatisfactory behaviour will result in restricting time at playtime and being kept away from other children. Should behavioural problems not be resolved then the child may be suspended or excluded.

Should a child have extreme behavioural issues then, in consultation with our SENCO and parents, we will seek advice from outside professionals to act in the best interests of the child and to help them follow school routines as well as instructions to keep him or herself and others safe.

Middle and Upper School

All pupils receive a pupil planner in which there is a list of 'School Rules', which is updated annually and explained at the beginning of each year. This is a detailed document designed to provide clarity to pupils so that they understand expectations of behaviour and the sanctions relating to different misdemeanours. The planner contains the Code of Conduct and information on how a pupil may seek help or advice.

If a pupil behaves in contrast to the school rules or an inappropriate manner, they will receive a verbal warning from the teacher involved and will be given an opportunity to rectify their behaviour. If the behaviour continues, or if the misconduct is considered to be significant enough to warrant an immediate sanction, the pupil will receive an Amber or a Red card. If a pupil receives an Amber card, they will be asked to present it to the Head of Section, who will discuss with them strategies to rectify their behaviour. If a pupil receives a Red card, they will present this to the Head of Section or Senior Deputy Head and will serve an after school detention, which will take place on the next available Thursday. A pupil receiving 3 Amber cards in a half term will also receive an after school detention and 5 amber cards within a half term would lead to a Saturday detention. If a pupil receives 2 Red cards in a half term, this would result in a Saturday detention and a further Red card would lead to an internal suspension.

Should a teacher feel it would be of benefit to the child, they will be placed on an Organisational or Behavioural Short Report by the Head of Section. This system allows teachers to closely monitor a pupil's progress.

Amber cards can be given for breaking school rules or for inappropriate behaviour. Examples of conduct which might lead to an Amber card being given are persistent disruption of lessons, name-calling, play fighting, inappropriate language, non-permitted items in school and interfering with property.

Red cards will be given for more serious misdemeanours such as swearing, challenging staff or overly physical behaviour

Physical Intervention

Physical intervention to avert an immediate danger of personal injury to, or an immediate danger to the property of, a person (including the child himself) is extremely rare but permissible if the advantages of such action outweigh the disadvantages and members of staff assess potential risks before acting. Any occasion where physical intervention is used to manage a child's behaviour is discussed with heads of each section and then recorded and parents informed on the same day or as soon as reasonably practicable.

Corporal punishment is not used at St Christopher's.

Pupil Exclusion

The Headmaster may at his discretion suspend, require parents to remove or, in serious or persistent cases, permanently exclude a child from the School if he considers that the child's attendance, progress or behaviour (including behaviour outside school) is unsatisfactory and in his reasonable opinion the removal is in the School's best interests or those of the child or other children. A series of suspensions during the course of any term may also result in permanent exclusion.

Serious misdemeanours might include but are not restricted to:

- bullying and cyber-bullying
- racism
- theft
- sexual activity
- taking, storing or distributing sexually explicit and inappropriate images via an electronic device

- taking drugs
- violent behaviour

Pupils who are found to have made malicious allegations against members of staff will face a very serious sanction.

The Headmaster may also in his discretion require parents to remove or may suspend or, in serious or persistent cases, exclude a child if the behaviour of either parent is, in the opinion of the Headmaster, unreasonable and affects, or is likely to affect adversely, the child's or other children's progress at the School, or the well-being of School staff, or bring the School into disrepute. The Headmaster will act fairly and in accordance with the procedures of natural justice and would not permanently exclude any pupil other than in grave circumstances. There would be no refund of fees in such circumstances and all outstanding fees and charges must be paid, but fees in lieu of notice would not be charged. The Headmaster will consult with the Chairman of Governors before permanently excluding a pupil.

Parents of any pupil permanently excluded by the Headmaster will be informed of their right of appeal to the School Governors in accordance with the *School's Exclusion Appeals Procedure*, a copy of which is available upon request from the School Office.

Parents

We aim to deal with issues of discipline in a positive manner and with a view to providing long-term solutions. Parental support is central to the success of our aims and we work alongside parents to resolve issues as they arise. As a matter of policy, we do not discuss the discipline of individual pupils with parents other than those of the child concerned.

Last reviewed: August 2017

Date of next review: August 2019

J Withers
Headmaster