



Millbrook Junior School  
*Dream, Believe, Aspire, Achieve*



# Millbrook Junior School

## Behaviour Policy

**This policy was approved by the Governors/Trustees on 7<sup>th</sup> September 2023**

*Paul Davies*

**Chair of Governors/Trustees**

At Millbrook Junior School, we have three rules to follow:

- **Be ready** (we need to be here, on time and ready to learn)
- **Be respectful** (we need to respect ourselves, each other and our environment)
- **Be safe** (we need to be safe ourselves and towards others)

These help us all to 'Dream, Believe, Aspire and Achieve' and work towards our 'Five Hands Vision'.

We recognise that the behaviour of adults is what has the greatest impact on our pupils. School staff will:

- Exhibit the following at all times-kindness, fairness, unconditional respect, compassion, empathy, calmness, good listening, encouragement (they will not shout at children when dealing with behaviour)
- Greet children as they enter the class in the morning, after break and after lunch. They will smile and say something positive. Staff on gates will do the same.
- Use positive reinforcement to recognise children who are following the rules
- Praise in public, support in private
- Involve parent/carers using email, phone calls, messages/stickers in planner or by speaking to them in person, as they feel appropriate, taking an individual approach
- Use restorative approaches
- Consider language choices and stick to scripts; label the behaviour not the child; check their own emotional response
- Remember that it is not what is given, it is how it is given that is important
- Make at least one positive phone call and send two certificates/notes home each week
- Help the children to take responsibility for their own behaviour

Parents/carers will:

- Support the school's aims by listening to feedback from staff
- Talk through behaviours with their children and help them to understand that we are teaching them to take responsibility for their behaviour
- Reward or consequence at home, as they feel appropriate

Children who follow these rules will be recognised in the following ways:

- Verbal praise (that explains the behaviour)
- With stickers (and a verbal explanation of the behaviour)

Children who go 'Above and Beyond' will be recognised in the following ways:

- With certificates/notes home
- Phone calls home

There will be class rewards to recognise completion of home learning. Class rewards will be on Friday afternoon and will be different activities each term e.g. scooters etc. There will not be class consequences.

Academic excellence (going above and beyond) in all curriculum subjects will be recognised with Head Teacher Award postcards, which children should bring into school, share with the class and then visit the Head Teacher.

Children who need support to follow the rules will:

- Be reminded of the rules
- Be re-directed
- Be directed to reflect at end of lesson
- Be given time out in class/middle area calm zone
- Reflect/repair with a member of school staff (2 minutes to talk it through at start of break, lunch, end of day-'walk and talk')

A rule reminder should start with:

- You need to...
- I need to see you...
- I expect...
- I know you will...
- Thank you for...
- I heard what you said; now you must....
- We will....

A re-direct:

- I noticed that you... You know the rules. Remember when you...and how that made you feel...I need you to...
- Give take up time
- Offer choice

A direction to reflect:

- Once at this point the pupil should be expected to speak to the adult for 2 minutes at the end of the lesson
- Think carefully about your next step

Time out:

- 5 minutes to calm down in class or middle area calm zone

Reflect/repair:

- What happened?
- What were you thinking at the time?
  
- What have your thoughts been since?
- How do you feel about what has happened?
- Who has been affected by what happened?
- In what way?
  
- What needs to happen to put things right?
- What could you do differently next time?

After a reflection, a sticker will be added to the child's planner with the reason. If a reflect has taken place at break/lunchtime it should be recorded on a 'yellow form' and passed to the class teacher at the end of break/lunch who will then complete the sticker.

Behaviours that are more serious or repeated may require further consequences. These could include: missing the next break or lunch play, loss of privileges, other restrictions during the school day, being prevented from attending extra-curricular activities/representing the school etc. Staff should consult with a more senior member of staff, e.g. a Year Leader, as appropriate. Individual children's needs and any contributing factors must be considered. Suspension, exclusion and physical intervention will only be used as a last resort. A behaviour form should be completed for more serious incidents, repeated incidents and always when physical intervention has taken place (see Policy 67 for further details). Once a behaviour form has been completed, actioned and signed off it should be handed to Karen Harrison, Deputy Head Teacher.

### Child on Child Abuse

Following any report of child-on-child abuse offline or online, we will follow the general safeguarding principles set out in Keeping children safe in education (KCSIE) - especially Part 5.

The designated safeguarding lead (or deputy) is the most appropriate person to advise on the school's initial response. Each incident will be considered on a case-by-case basis.

We believe that child on child abuse is never acceptable, will not be tolerated and that pupils whose behaviour falls below expectations will be sanctioned.

Please read this in conjunction with the following policies:

- 5 Equality Information and Objectives
- 7 Code of Conduct
- 13 Suspension and Exclusion
- 17 Health and Safety
- 26 Safeguarding and Child Protection
- 30 Inclusion
- 33 Online Safety
- 42 Attendance -Pupils
- 47 Anti-Bullying
- 67 Physical Intervention
- 70 Uniform
- 93 Harmful Sexual Behaviour/Child on Child Abuse

## **Appendix 1 – Banned items at Millbrook Junior School**

### **Prohibited Items**

Children are banned from bringing the following items in to school:

- knives or weapons
- alcohol
- illegal drugs
- stolen items
- tobacco products
- Vaping products
- Fireworks
- Offensive material - pornographic, racist, homophobic, extremist material (in any medium)
- any article that the member of staff reasonably suspects has been, or is likely to be, used to commit an offence, or to cause personal injury to, or damage to the property of, any person (including the child)

### **Unauthorised items**

In addition to the prohibited items identified above and detailed in the DfE Screening Searching and Confiscation Advice, there are a number of other items which could cause harm, distress or injury to children or persons. Or adversely affect good order and discipline of the school community. Millbrook Junior School's Governing Body considers that the following items are inappropriate and should not be brought into school:

- Catapults
- Lighters, matches
- Tools (scissors, screwdriver, hammer, nails, etc)
- Pepper sprays and gas canisters
- Any item fashioned to cause injury i.e. a sharpened stick, shard of glass
- Laser pens
- Dangerous chemicals (acids, hair dyes, bleaches, nail varnish remover etc)
- Aerosol (including deodorant and hair spray)
- E cigarettes
- Stink bombs
- Solvents
- Chewing gum
- Energy drinks
- Super Glue
- Rope, cable ties
- Any recording devices

Phones – during the school day, these must be locked in the classroom safe. If they are anywhere else they are considered an unauthorised item.