

## DISCIPLINE POLICY

### Statement from the Governors

At Chilton we promote a caring ethos and a sense of pride in our community. We cherish honesty and fairness and will not tolerate bullying, lying and cheating.

Our discipline policy sets out our school rules of conduct and reward and punishment systems which will be fairly applied by all members of staff.

In order to continue to promote the ethos we have created in our school and the sense of pride in belonging to our community we expect all our pupils to adhere to a few, simple rules. These are adopted for the health and safety of everyone in the school. We seek to promote among our pupils self discipline and proper regard for authority. Good behaviour is encouraged and the following rules make clear the boundaries of acceptable behaviour:

#### The Golden Rules:

Do be gentle, don't hurt anybody.

Do be kind and helpful, don't hurt people's feelings.

Do be honest, don't cover up the truth.

Do work hard, don't waste time.

Do look after property, don't waste or damage things.

Do listen to people, don't interrupt.

#### School Rules:

- We walk inside the school
- We walk up and down all steps and keep to the left both inside and outside of the building.
- We do not bring sweets, toys, stickers or money to school. (Parents will be notified if children are to bring particular toys/items to school for use in their learning activities. Children are allowed skipping ropes and Key Stage 2 children soft footballs).
- Children are encouraged to wear school uniform with pride.
- We do not wear jewellery including ear-rings and friendship bands. (Ear studs are permitted. Children in Key Stage 2 may wear watches suitable for school use). Nail varnish and make up are not permitted.
- We tie back long hair and wear sensible hair ornaments.

- We look after our property and those of others with care and respect (all property must be named).
- We treat all people with care and respect.
- We keep our hands and feet to ourselves.
- We do not swear or say unkind things.
- We report all strangers on school premises to a known adult.
- All pupils are expected to attend school regularly and on time (lateness and absence are monitored).

Please note that although the school operates a lost property system, we cannot accept responsibility for any lost items.

Each teacher will draw up class rules with their own pupils to ensure a clear understanding.

Pupils are taught to report any concerns, bullying or aggressive behaviour to their classteacher, learning support assistant or mid-day supervisor in order that the behaviour can be dealt with by an adult. Pupils must never retaliate themselves.

Children are expected to work and play to the best of their ability. Disruption will not be tolerated. Pupils come to school to learn and should not be prevented by others from doing so.

Where children are unable to comply with class and school rules the following hierarchy of sanctions will be put into operation:

At lunch time/playtime:-

- ◆ A minor misdemeanour will be dealt with by the supervisor:  
A verbal warning will be given.  
If unwanted behaviour continues:-
- ◆ Child is allocated a named warning card, which is given to the class teacher who will remove a period of golden time.
- ◆ Sent to the Headteacher. Behaviour recorded in book – Loss of privilege.
- ◆ If sent to Headteacher twice in 10 days, parents contacted.
- ◆ If sent to Headteacher twice in next 10 days, parents asked to come into school to discuss their child's behaviour.

Bullying or racial/sexual harassment will not be tolerated. Our policy on bullying states how staff and pupils should deal with incidents. Both

racial and sexual harassment will be dealt with in the same manner. All racial incidents are recorded on forms provided by the LEA. Governors are informed of any incidents at termly meetings and parents in the schools Annual Governors Report to Parents.

#### During lesson time:-

If unwanted behaviour occurs, the class teacher/LSA will:-

- ◆ Praise rest of class for being on task
- ◆ Verbal warning
- ◆ Warning card or name on board
- ◆ Miss a privilege
- ◆ Time out in class
- ◆ Time out in another class - class teacher to speak to parent
- ◆ Sent to Headteacher who will invite parent into school to discuss behaviour
- ◆ Fixed term exclusion
- ◆ Permanent exclusion

If behaviour is considered to be serious then short cuts may be taken.

Serious:-

An assault – unprovoked

Swearing at an adult

Stealing

The positive rewards system remains unchanged

#### Clean Slate

For infants a hierarchy needs to run for a day. Pupils will have a clean slate every morning. Only records in the behaviour book will remain.

For juniors, classteachers need to explain to their class how long a hierarchy will run. It should not run longer than a week.

- ◆ Rewarding good behaviour. We regard it as important to promote the self-esteem of all our pupils. We encourage older pupils to develop personal motivation. Good work and behaviour will be rewarded by the class teacher using a variety of methods eg. Stickers, catch me cards, stamps, stars, verbal praise, written comments, showing work to another teacher or Headteacher.

- ◆ Midday supervisor award 'catch me' cards at lunchtime. Each class collects allocated 'catch me' and warning cards from the midday supervisors on a weekly basis. These are totalled (warning cards = -1) and the class with the best total (in KS1, lower KS2 and upper KS2) receives the governors cup for the week. This will be awarded at Monday assemblies.
- ◆ Outstanding work or behaviour will be rewarded by teachers sending a pupil to the headteacher. The pupil will receive a special headteacher's award (a sticker and certificate) and the event will be recorded in a special 'gold book'.

We hope all parents will support our policy.

November 2002