

Our Lady's & St Mochua's Primary School

Behaviour Management & Discipline Policy

Introduction

The aim of our school is to provide a working, caring and happy environment in which the potential of every child is realised in line with our vision;

Reaching for the future...A voice today...

We aim to achieve good behaviour in the school by positive rather than negative means with the support of the parents. The school is aware that:

- Every child is an important human person entrusted to us by parents and society and worthy of unconditional respect for his/her dignity.
- Every teacher is an important person and professional entrusted with the education and care of our children and entitled to the support and respect of parents, school management and society.

The need for discipline

Good discipline practices create the conditions for effective learning and help to develop in children responsible attitudes and values for life. Discipline is about relationships within a classroom and within a school. These relationships are principally between teacher and pupils but also include the interaction of the whole school community.

Aims of discipline

Our school discipline policy is based on the school's Christian values and beliefs, and a concern for the safety and well-being of all our school community.

- We aim to provide a supportive environment which will foster the growth and development of caring and responsible pupils.
- We aim to create a well-ordered school in which pupils can learn effectively.
- We aim to develop in our pupils a sense of self-worth and self-control.
- We expect all our school community to act in a positive and caring way towards each other.

Parents And Discipline

The maintaining of discipline is shared by the school and the parents. Parental influence can be greater than that of the school so parental acceptance of the school's expectations and active co-operation with the staff is absolutely essential if any accepted standard of discipline is to be achieved.

We seek the co-operation of parents in maintaining high standards of pupil attendance, punctuality, personal appearance, the wearing of school uniform, caring for learning materials, particularly those which belong to the school and which may

be sent home and the supervision of homework. A note is required when homework has not been done and giving reason for an absence.

Parents remain the greatest influence on their children and we hope, therefore, that they will actively promote the general policy and rules of discipline as laid down by the school.

Positive Discipline

In order to ensure that positive behaviour can be fostered the school will

- ❖ Provide a range of strategies to facilitate effective teaching and learning.
- ❖ Ensure that the curriculum is well organised so that teachers can plan for effective teaching.
- ❖ Ensure that the children learning environment is conducive to learning.
- ❖ Ensure that pupils are valued as individuals and encouraged in their learning and in their physical and social development.

Emphasis is on the positive approach of praise and encouragement as used in our reward system of stars/good marks throughout the school.

These are rewarded for

- good and/or improved behaviour.
- good and/or improved standards of work.
- showing respect for others.

Classroom Discipline

Good discipline enables effective learning to take place by

- the participation of each child in programmes matched to his/her ability.
- recognising and encouraging each child's individuality.
- the use of positive language to communicate expectations and feedback to pupils.
- giving regular encouragement and praise to all pupils.
- highlighting acceptable behaviour if a child tends to be disruptive.
- formulating classroom rules with the children.
- use of Smiley Faces and or Good Marks where appropriate.
- weekly plaques for 'Best Effort' given weekly.
- house system awarded monthly for P1-4 and half termly for P5-7.
- a visit to a colleague and/or the Principal for commendation.
- regular visits by Principal to classes to encourage and praise.

School Rules

In order to achieve the above we have some rules which we will implement fairly and consistently.

General

- To arrive punctually for school. School begins at 9.15 a.m. Children should arrive between 9.00 and 9.10 a.m.
- To work as hard as they can in class.
- To respect the views, rights and property of others and behave safely in and out of class.
- To treat each other with respect.
- To speak politely to each other and to staff in the school.
- To treat all staff the same in terms of listening to them, doing as they are told and respecting them at all times.
- To play fairly and to play for enjoyment. This includes
Physical: kicking, nipping, pushing, tripping
Verbal: name-calling, teasing, spreading rumours
Emotional: excluding from play, threatening, pulling faces
- To bring their dinner money weekly. Money should be brought in on Friday in an envelope marked with the child's name.
- To wear school uniform as outlined in the School Prospectus.
- Mobile phones are not allowed.
- Jewellery, except wrist watches, should not be worn.

Safety

- When coming to school or going home, the bus driver must be obeyed at all times.
- Children should line up in an orderly manner when coming in for class in the morning, after break and after lunch.
- No child may leave the school premises for any purpose during the school day without permission from the principal or class teacher and a letter from parents.
- Pupils going to a different destination by bus must bring a letter to inform the teachers and bus driver.
- There should be no boisterous behaviour inside the school or on the bus.
- Glass bottles are not permitted in school.

Use of Building

- Children should play outside on dry mornings until the bell for class is rung. They will be supervised.
- Children should walk in an orderly manner inside the school building.
- Children must not drop litter.
- Children should not loiter in the toilets or classroom at breaktimes.
- Children must not play on grass, unless permitted by supervisor or teacher.

Courtesy

- Children must not use bad language.

- Children must knock before entering a room.
- Children must obey teachers' directions.
- Children must not take, without permission, things which belong to others.
- Children must not deface their own property, or the property of others, including that of the school.
- Children should greet visitors to their classroom with an appropriate welcome.

Online Safety

Our E Safety Policy is set out in a separate document. It includes acceptable use of the Internet and is informed by DE guidance (DE Circular 2007/01, 2011/22 and 2016/27). It acknowledges the opportunities for learning as well as the risks attached to the Internet and digital technologies.

In school, we take the following precautions:

- all computer systems are protected by username and password
- access to the Internet is passed through a filtering system that blocks inappropriate websites
- e-safety education is provided to pupils across the curriculum to help them understand what safe and responsible online behaviour means and how to report any concerns they may have.
- Application of SECURUS

Cyberbullying

Cyberbullying can be defined as using IT, particularly mobile phones and the Internet, to upset someone else. School staff, parents and pupils aim to work together to prevent such behaviour and to act appropriately and effectively when it occurs.

Deliberate abuses which happen outside school, but which impinge upon or affect school pupils and staff, will be dealt with through appropriate disciplinary and, where appropriate, external agency action.

Grooming and images of child abuse

If school staff, parents or pupils suspect or are made aware of any of the following illegal acts, the matter must be reported to the Designated Teacher immediately:

- a child enticed or coerced to engage in sexually explicit conduct on- line
- importing or transporting obscenity using telecommunications public networks
- knowingly receiving images of child abuse whether via the Internet or other digital device (such as mobile phone); these include images which appear to be photographs, whether made by computer graphics or otherwise.

Procedures for reporting and dealing with incidents surrounding breaches in the school's online safety guidelines as outlined in the E Safety Policy will be followed; this will depend on the nature of the incident as to the procedure the school will follow i.e. whether we follow the Safeguarding/Child Protection Procedures or the Managing Behaviour Policy Procedures.

All pupils and staff have signed acceptable use of the internet, school based technology and personal mobile technology as appropriate.

Sanctions In Discipline

Even with good classroom practice it will be necessary to have sanctions. These are necessary for three main reasons:

- to make the particular child aware of the school/teacher disapproval of unacceptable behaviour
- to ensure that effective learning and teaching is not disrupted for other children
- to protect the authority of teachers should that be threatened

Sanctions should

- be constructive
- be applied with sensitivity, flexibility and discrimination
- where possible be related to the misdemeanour
- be specific to the culprit and not applied to whole group

Sanctions will be applied on a 'staged basis'. However, in some instances, pending the nature of the unacceptable behaviour it may be necessary to move to a more advanced stage. This will be determined by Mr Farrell in conjunction with the class teacher. Children in KS2 will be made aware of each stage and younger children will be informed as and when required.

Stage 1: Unacceptable Behaviour – Not following school rules

At stage one the teacher will have responsibility for applying sanctions as and when required. These may include

- immediate verbal checking of misbehaviour
- a minor penalty relevant to the offence, e.g. an apology and/or temporary loss of merit marks or temporary loss of smiley face or loss of break or removal to another class for short period
- **If continuous misbehaviours persist the teacher will tell the child their name is going into the 'class behavioural journal'. If the child's name is entered into the journal three times the teacher will inform the parent and Mr Farrell will be informed. Mr Farrell will decide if the child moves to stage 2 of the behavioural stage or is given one week to improve behaviours and then a decision taken.**

Stage 2: Repeated or Unacceptable Behaviour – referral to Mr Farrell

Stage 2 referral will be for repeated misbehaviour as in stage 1 and/or use of physical force, disrespect shown to staff members/property or other more serious misbehaviours

- informal parent consultation (may include phone call/meeting with class teacher/principal)

- child's name will be entered into Mr Farrell's Behavioural Journal - If the child's name is entered into the journal three times then the child will move to Stage 3.
- loss of a break/play/park/golden time/play rota
- temporary removal of a pupil from his/her peers into another class/quiet room
- temporary or permanent loss of privileges - Captaincy, Committee Members, Golden Time etc
- removal from a class activity/outing/sports events etc as decided by Mr Farrell
- Short term placement on an Individual Positive Behaviour Plan

Stage 3: Repetition of behaviours as at stage 2

- Formal consultation to include child, parent and staff
- Long term placement on an Individual Positive Behaviour Plan
- Permanent loss of privileges including captaincy, committee membership, participation at school events/activities and/or attendance at school trips etc as decided by Mr Farrell

Stage 4: After Formal Consultation consideration will be given to

- Referral to EA Behaviour Support Team for advice/guidance
- Suspension/Expulsion. Advice will be sought from appropriate CCMS/DENI

Please note that at any of the stages as above a Risk Assessment may be carried out in relation to an individual pupil's participation in any school activity/event/outing.

Teachers and other relevant school staff should consider themselves responsible at all times for the behaviour of all pupils. Responsibility for the behaviour of all pupils in the school is one which all teachers share.

In all matters relating to the maintenance of discipline and the applications of sanctions it must be remembered that our aim is to develop self discipline in our pupils and build and maintain their self-esteem.

Acceptance of admission to the school implies the parent's acceptance of the School's Positive Behaviour Policy.

Staff and Discipline

It is the responsibility of all staff members – both teaching and non teaching – to work together to that good discipline prevails at Our Lady's & St Mochua's Primary School. All staff and discussed the issues raised by this policy.

Bullying Behaviour

See School Anti Bullying Policy.

Use of Reasonable Force and Safe Handling

It may be necessary from time to time for a staff member to use reasonable force to restrain or control pupils. All members of staff at Our Lady's & St Mochua's PS have been authorised by the Principal to exercise such force when necessary in line with the school's Reasonable Force and Safe Handling Policy.

Please refer to our school's Use of Reasonable Force and Safe Handling Policy.

Monitoring and Evaluating

This policy is continually monitored by the school principal. This policy will be reviewed every three years and/or up dated when advice is given by DENI. All stake holders will be involved in the review through a consultation process.

A consultation process took place with all stakeholders during the school year 2017-18.

Signed:
Chairman of the Board of Governors:
Date: