



School Behaviour Policy

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1. Introduction

This policy outlines procedures related to rewards and positive behaviour management.

The ethos of Clever Fish is a 'caring learning environment' where everyone is valued and treated with respect. Any harassment of any kind whether verbal or physical is unacceptable. Our behaviour policy reflects a positive ethos that builds on intrinsic self-motivation to learn as part of a 'learning without limits' culture. We understand that behaviour is a way of communicating, which is why we spend time trying to work out the root cause. As we are such a small community, we very much view ourselves as a family and care for each other accordingly.

- We value and appreciate one another irrespective of any difference
- We acknowledge that everyone has a valued role within our learning community
- We enable children to develop a sense of self worth
- We produce an environment in which all children feel safe, secure and respected
- We ensure staff are clear about the behaviour expected in order to enable them to support effectively the learning process and school aims and ethos.

2. Policy Statement

At Clever Fish we believe that all members of the school community deserve a welcoming, supportive, respectful and inclusive learning environment, which values individual safety, well-being and the right to learn. In particular at Clever Fish we realise our responsibility to provide a social learning context that is significant in influencing positive student behaviour and encourages individuals to accept responsibility for their own behaviour. This School Behaviour Policy provides a framework for such learning. Teachers encourage appropriate behaviour by teaching, guiding, directing, and providing opportunities for new learning to occur.

3. Rationale and Purpose

This policy has been drawn up in accordance with the Education Law, 2016 and associated regulations. This policy also considers the Ministry of Education's guidance relating to student behaviour and discipline.

The purpose of the policy is to:

1. Highlight expected, appropriate and respectful student behaviours.
2. Describe positive behaviours and associated rewards and incentives.
3. Describe violations of the School Behaviour Policy and associated interventions and consequences that may be enforced.

The rules and expectations outlined have been developed so that a combination of consistent, fair, proactive, corrective, and instructive strategies can be implemented in every classroom. Equally important to sharing what is expected of students is that school policies and practices support character development, the development of self-control and positive behaviour choices. Thus, ensuring teachers can teach and students can learn. As a result, students, staff, and parents all benefit.

4. Expectations of students

The expectations for students at Clever Fish are to 'Work Hard and Be Kind'. We expect all students to do their best in all they do. As we are such a small school, we view ourselves as a family and expect all students to do the same. Treating one another with respect, kindness and understanding.

5. Rewards and Sanctions

As we see parents each day and can give feedback immediately, we can report any praise or concern to a parent straight away.

Exceptionally behaviour / attitude leads to rewards which the child has chosen – extra reading session, no h/w card, in rare cases, ice cream treats.

Sanctions are removal from group for lesson and in rare cases detention

Parents are involved each step of the way and are in constant dialogue with teachers.

6. Sanctions and Disciplinary Action

We take a therapeutic approach to the behaviour within Clever Fish, aiming to be proactive, rather than reactive. We have significant forms of communication which we feel supports our behaviour strategies.

Reminder

Anyone who is causing disruption to work, or play will be reminded that this is not acceptable. Praise will be given if the child is able to model good behaviour because of this reminder.

Warning

If a reminder is not enough the child will be given a warning. They may be asked to work in a different area of the classroom or play elsewhere. Once again, if the behaviour improves, praise will be given.

Time Out

If the disruptive behaviour continues, then 'time out' will be given in an agreed space. This could be another classroom or in the office. After some thinking time, the child will be welcome to return to the lesson or playtime. At the end of the lesson the teacher will discuss events with the child.

Another Teacher or Head-Teacher

If further help is needed to address the behaviour, another teacher or lead teacher will listen to the child and discuss the behaviour that took place. Consequences will be agreed which may include loss of playtime, working in isolation for a given time and a meeting with the parents. The time away from play activities is seen as a 'protective consequence', ensuring that all individuals are safe. We can also utilise an 'educational consequence', which focuses on supporting a better understanding of how else the situation could have been dealt with.

Parents

If the child is unable to calm down or to accept that her/ his behaviour has been inappropriate, the parents will be contacted to allow for a discussion as how best to move forward.

Sanctions and disciplinary action

Teacher's Lunch Time Detention

For other misdemeanours, teachers may issue a formal detention for some of the student's break or lunchtime. These take place on Monday lunch and are overseen by one member of staff. Students will complete appropriate work during this detention. These detentions are recorded.

Teacher's After School Detention

For more serious misbehaviour a teacher may set up an after-school detention of an one hour, which may be supported by a senior member of staff. This will take place on a Thursday between 3.30 and 4.30pm. An afterschool detention also occurs when three lunchtime detentions have taken place in one half term. When a student is given an after school detention, the parent is informed and the afterschool detention is sat in place of the third lunchtime detention. A record is kept of all after school detentions.

Withdrawal

Refers to incidents where a student has been withdrawn from normal classroom lessons for up to one day. This disciplinary consequence is usually used where a student needs a 'cool down' or have a 'reflective' period outside of the classroom.

Internal Suspension

Refers to a disciplinary penalty where a student is formally placed within the school-based suspension unit or room, or other in-school provision for between one (1) and three (3) consecutive days.

Exclusion

Refers to a disciplinary penalty where a student is removed from school for a fixed period of time.

Expulsion

Refers to a disciplinary penalty where a student is permanently excluded and cannot return to their registered school.

Note: Further information on Suspension, Exclusion and expulsion can be found in the Ministry of Education Document – ***'Guidance on the Suspension, Exclusion and Expulsion of Students'***

7. Searching, screening and confiscation

The school follows the legislation and Ministry of Education advice when confiscating items from students, which is outlined in their document “Searching, Screening and Confiscation – Advice for School Leaders and Staff– 2017 (A copy of this document is available from the school on request or to download from the Ministry website). The following items are what are termed ‘Prohibited Items’ and their presence on school premises or if found on an individual student will lead to the highest sanctions and consequences:

- Knives
- Firearms/weapons
- Illegal drugs and drug paraphernalia
- Alcohol
- Fireworks
- Tobacco, cigarette papers and or e-cigarettes
- Pornographic images
- Stolen items
- Any article that the member of staff (or other authorised person) reasonably suspects has been, or is likely to be, used:
 - i) to commit an offence,
 - ii) to cause personal injury to, or damage to the property of, any person (including the student)

8. Home School Agreement

Clever Fish publishes, on a yearly basis, a home-school agreement and associated parental declaration. A home-school agreement is a statement explaining:

- The school’s aims and values
- The school’s responsibilities towards its students who are of compulsory school age.
- The responsibility of each student’s parents, and what the school expects of its students

At **Clever Fish** we take reasonable steps to ensure that all parents of students registered at the school sign the parental declaration to indicate that they understand and accept the contents of the agreement.

9. Student conduct and misbehaviour outside of school

In line with the Education Law (2016) teachers at Clever Fish have a statutory power to discipline students for misbehaving outside of the school premises and the School Leader has a specific statutory power to regulate students' behaviour in these circumstances. At Clever Fish teachers may discipline a student for any misbehaviour when the child is taking part in any school-organised or school-related activity

10. Gang related activity

At **Clever Fish** gang related activity is prohibited and sanctions may be enforced and/or police action may be requested under the following circumstances:

- a. Wearing, possessing, using, distributing, displaying, any clothing, jewellery, badge, symbol, sign, or other item which evidences or reflects membership in or affiliation with any gang.
- b. Carrying out any act which furthers the interests of any gang, gang like activity, or act of violence, including but not limited to:
 - (1) encouraging membership in a gang;
 - (2) requesting any person to pay for protection or otherwise intimidating or threatening any person;
 - (3) committing or inciting criminal acts or violation of school policies;
 - (4) encouraging other students to engage in physical violence against any other person;
 - (5) engaging in any act, either verbal or nonverbal, including gestures handshakes, slogans, drawings, etc. showing membership or affiliation with any gang;
 - (6) challenging or provoking fights, flashing colours, verbal remarks, etc.;
 - (7) marking or defacing school property with messages, symbols, or slogans that may signify gang affiliation;
 - (8) displaying gang apparel, signs, symbols, or slogans on personal property;
 - (9) engaging in physical confrontations where one or more persons confront another individual or group; and
 - (10) using electronic devices such as cell phones, or computers to communicate gang activities while on school property.

11. Classroom Rules

At Clever Fish we have a positive learning environment. We expect all students to come to lessons ready to learn. We respect one another and are mindful of how our words and actions can affect others. Our moto 'work hard, be kind' is at the heart of all we do.

12. Bullying

The Ministry of Education within its Policy and Guidance documentation defines bullying as 'an intentional act, which may be written, verbal, electronic or physical, that is aimed at demeaning another individual, is intended to cause physical and/or emotional harm and is repeated over time. Such acts can be carried out by individuals or groups and be targeted at individuals or groups.

Clever Fish endeavours to comply with the Ministry of Education requirements placed on schools and our Anti Bullying Policy outlines detailed procedures and protocols to 'encourage good behaviour and respect for others on the part of students and in particular preventing all forms of bullying among students'. We have zero tolerance attitude toward bullying.

13. Behaviour of parents/guardians and other visitors to the Clever Fish

Clever Fish works in close partnership with all parents. We see parents every morning and every afternoon and have an open-door policy for parents to come in each day. Violence, threatening behaviour and abuse against school staff or other members of the school community will not be tolerated. When formulating our procedures, reference was made to the Education Law (2016) and the Ministry of Education Complaints Policy.

Types of behaviour that are considered serious and unacceptable

The following list outlines the types of behaviour that are considered serious and unacceptable and will not be tolerated towards any member of the school community. This is not an exhaustive list but seeks to provide illustrations of such behaviour:

- Shouting and or swearing either in person or over the telephone.
- Speaking in an aggressive/threatening tone.
- Physical intimidation e.g. standing very close to her/him.
- The use of aggressive hand gestures/exaggerated movements.
- Physical threats.
- Shaking or holding a fist towards another person.
- Pushing.
- Hitting, e.g. slapping, punching or kicking.
- Spitting.
- Racist or sexist comments.
- Sending inappropriate or abusive e-mails to school staff or to the general school e-mail address
- Publishing or posting derogatory or inappropriate comments which relate to the school, its students or staff/volunteers on a social networking site

Procedures for dealing with unacceptable behaviour

When a parent/guardian or member of the public behaves in an unacceptable way during a telephone conversation, staff at the school have the right to terminate the call. The incident will be reported by staff to Nicola Sowerby. The school may warn the aggressor and/or contact the police.

14. School property

It is an expectation at Clever Fish that all students take care of any property or equipment placed in their care and where property is to be returned it is done so in good condition and at the requested time. If property is not returned in good order or is destroyed, damaged, lost or converted by intent or neglect then the parent can be held liable. In such circumstances and in accordance with the Education Regulations 2017, we may claim the value of the property from the parent or legal guardian of the student.

15. Safe Handling

In order to maintain the safety and welfare of our students, it may sometimes be necessary to use 'safe handling' with a student, as permitted by the Education Law, 2016. At Clever Fish we have taken account of the advice provided by the Ministry of Education Guidance 'Physical Interventions in Schools' and have instructed our staff on their legal powers in relation to using physical interventions with students.

Any use of 'safe handling' by Clever Fish staff will be necessary, reasonable, and proportionate to the circumstances of the incident and the seriousness of the behaviour (or the consequences it is intended to prevent). 'Safe handling' will be used only when immediately necessary, as a last resort, for the minimum time necessary to achieve the desired result and in order to prevent a student from doing or continuing to do any of the following:

- committing a criminal offence
- injuring themselves or others
- causing damage to property, including their own
- engaging in any behaviour prejudicial to good order and discipline at the school or among any of its students, whether that behaviour occurs in a classroom or elsewhere.