

## St Stephen's Junior - Whole School Behaviour Plan

(This runs alongside Behaviour Policy to give clear guidance on sanctions)

The behaviour log on shared drive (or a printed copy) should be filled in when an incident occurs.

	Behaviour	Staff level	Appropriate Sanction	Actions:
<b>Stage 1- Negative behaviour</b>	<p><u><b>Inside classroom</b></u></p> <ul style="list-style-type: none"> <li>• Calling out</li> <li>• Interrupting others</li> <li>• Ignoring instructions</li> <li>• Silly noises</li> <li>• Pushing in the line</li> <li>• Minor annoyances</li> <li>• Rudeness to others</li> <li>• Refusal to do tasks</li> </ul> <p><u><b>Outside Classroom</b></u></p> <ul style="list-style-type: none"> <li>• Minor playground incidences</li> <li>• Arguments/disagreements with peers</li> <li>• Not following instructions from staff</li> </ul>	<ul style="list-style-type: none"> <li>• Teacher</li> <li>• Lunch time supervisors</li> </ul>	<ul style="list-style-type: none"> <li>• Eye contact</li> <li>• Reminded of class/school rules</li> <li>• Praising positive behaviour of other pupils</li> <li>• Assume compliance. Eg, "That's enough of that, thank you." etc...</li> <li>• Change seating</li> <li>• Same opportunity to make the right choice</li> </ul>	<ul style="list-style-type: none"> <li>• If resolved; not recorded.</li> <li>• Continued disruption or persistent refusal during a lesson; child to complete Reflection activity. Record on behaviour log.</li> <li>• Move to stage 2 if persistent. Head of Year to contact parents.</li> </ul>

<p><b>Stage 2 - Serious</b></p>	<ul style="list-style-type: none"> <li>• Repeated stage 1 behaviour</li> <li>• Harmful/offensive name calling/swearing/rude gestures</li> <li>• Fighting in the classroom</li> <li>• Fighting in the playground</li> <li>• Intentional physical harm to others including biting, hitting, kicking and punching</li> <li>• Throwing dangerous objects</li> <li>• Vandalism/graffiti</li> <li>• Stealing</li> <li>• Bullying including racial abuse.</li> <li>• Running out of the school</li> <li>• Deliberate rudeness to adults</li> <li>• Verbal or physical abuse to any member of staff</li> </ul>	<ul style="list-style-type: none"> <li>• Head of Year/ Designated Safeguarding Leaders</li> </ul>	<ul style="list-style-type: none"> <li>• Time out within class and an opportunity to make the right choice.</li> <li>• Complete reflection activity and verbal or written apology during break/lunch time</li> <li>• Immediate break/lunchtime exclusion until an investigation is complete.</li> <li>• Following an investigation the school can invoke an internal exclusion or an exclusion.</li> <li>• Internal Exclusion: The child to work in isolation under the supervision of a SMT, between 1-3 days, agreed by HT.</li> <li>• When there are two incidents repeated within a term, move immediately to stage 3</li> </ul>	<ul style="list-style-type: none"> <li>• DSL informed who conducts child interviews and notes to be recorded. Behaviour log updated.</li> <li>• When there are injuries a DSL will complete body maps on pupils involved and ensure that first aid attention is received. Parents informed immediately if pupil is injured.</li> <li>• Parents informed of incident and sanction via telephone or in person by a member of SMT.</li> <li>• Behaviour contract meeting with parents and SMT member in the event of injury or risk of reoccurrence. Referrals to other agencies including SENCO, LIFT and Early Help if appropriate.</li> <li>• Restore and repair – victim and perpetrator</li> <li>• Formal letter written to parents by Headteacher to inform them of an Internal exclusion which may be between 1-3 days according to the severity of the incident.</li> <li>• Reintegration meeting with pupil and parents following an internal or external exclusion.</li> </ul>
<p><b>Stage 2</b></p>	<ul style="list-style-type: none"> <li>• Misuse of technologies.</li> </ul> <p>Includes cyber bullying, inappropriate messaging, or photo sharing</p>	<ul style="list-style-type: none"> <li>• Family Learning Manager/Family Liaison Officer or Designation Safeguarding Leader</li> </ul>	<ul style="list-style-type: none"> <li>• Break and lunchtime exclusion</li> <li>• Device to be confiscated and handed to parent at the end of the school day</li> </ul>	<ul style="list-style-type: none"> <li>• Parents to be contacted and content to be removed</li> <li>• Any inappropriate or potentially illegal material, parents to be advised to report it to Child Exploitation and Online Protection Centre (CEOP)</li> </ul>

<b>Stage 3 - Extremely Serious</b>	<ul style="list-style-type: none"> <li>• Repeated stage 2 behaviour</li> <li>• One off incident of an extremely serious nature – ie. Extreme physical harm to a child/member of staff</li> <li>• Breach of Behaviour Contract</li> </ul>	<ul style="list-style-type: none"> <li>• Head teacher/Deputy Head teacher/Chair of Governors</li> </ul>	<ul style="list-style-type: none"> <li>• Immediate internal exclusion or fixed term exclusion, of one day or more according to the severity of the incident</li> <li>• Refer to exclusion policy and appoint 3 SMT staff to fully investigate and agree actions</li> <li>• Move to exclusion policy</li> </ul>	<ul style="list-style-type: none"> <li>• Involvement with HT/DHT and Chair of Governor</li> <li>• Conduct child interview</li> <li>• Meeting with parents</li> <li>• Follow exclusion policy</li> </ul>
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***Sarah Heaney & Laura Cutts  
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***Deputy Headteachers  
Family Learning Manager, September 2019 (To review Sept. 2020)***