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# Behaviour Policy

**Date agreed: ...January 2022**

**Term to be reviewed: January 2023....**

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## **Stoke Hill Federation Behaviour Policy 2022**

### **The Stoke Hill Ethos**

Our Policy which promotes Relational Behaviour Practices, encourages, promotes and rewards positive behaviour, requiring staff to use a relational practices approach and advocate restorative justice; ensuring that all children within our school community are supported, feel safe, secure and have their emotional needs met; thus ultimately, enabling children to flourish and strive to reach their full potentials. Stoke Hill children are 'Ready, Respectful and Safe'.

### **Behaviour Principles**

1. Adults will be calm, consistent and fair
2. We will help children learn how to be ready, respectful and safe
3. We will use restorative questions to understand and improve behaviour that is disrespectful, unsafe or impacts upon a child's readiness to learn
4. We expect excellence from each other and will celebrate behaviour that goes 'above and beyond'
5. We behave with equity and equality
6. We will reprimand children in private and praise them in public
7. Our routines underpin good behaviour

### **Theory & Research**

Using the "Developing Relational Practice & Policy" approach, produced by Devon County Council & Babcock (2020), we have developed a Relational approach, to positively manage pupils, classes and groups of children. We feel this approach is inclusive and compassionate, supporting the needs of all pupils within our Stoke Hill school community.

We recognise that a positive, calm learning environment is a necessary condition for effective teaching and learning to take place. We believe that teaching children in a way which promotes their self-esteem, also promotes good learning behaviours. The teacher has the right to teach; children legally have the right to learn. Good behaviour needs to be role modelled, taught and supported by both school staff, parents and peers. At times, we realise that, for some, behaviour or emotional stability can change without notice and, as teachers, it is our job to assist and support children to be able to self-regulate and manage their feelings.

## **Setting Positive Expectations**

**Our classrooms must promote an inclusive environment in which pupils:**

- feel physically and emotionally safe, secure, connected, understood and cared for
- consistently demonstrate mutual understanding and respect for each other
- show appreciation for the contributions of others
- care for their physical surroundings
- learn together to achieve meaningful outcomes and remove any potential learning barriers
- openly share and communicates ideas, troubles, issues and suggestions
- develop self-confidence and self-reliance
- accept personal responsibility and accountability for their attitudes and behaviour
- support their peers
- are supported to develop positive learning attitudes

### **Expectations of all staff**

All staff are expected to adopt this policy for use across the Federation. Teachers, HLTAs, TAs and MTAs will use this policy the most but the wider whole school staff community will also fully understand this policy and be able to use the language and terminology with pupils in their interactions, ensuring a fair, coherent and consistent approach is maintained.

Teachers, HLTAs, and TAs need to set consistent levels of acceptable behaviour within classrooms as the normal daily expectation. Classrooms must remain calm, focused and purposeful during lessons whilst also ensuring the learning activities are engaging.

Positive expectations, praise and reward are the key to successful classroom management. Pupils need to be supported to always make positive behaviour choices. Teachers, HLTAs & TAs must also be aware of and able to identify those children in their class who may at times struggle to regulate their emotional behaviours. It is our duty to respond by implementing appropriate approaches and connection strategies, for those children who need a more relational approach to be able to regulate behaviours. Agreed staff strategies used can be read in **appendix a**:

### **Expectations of Pupils**

All Stoke Hill children are expected to be **Ready, Respectful and Safe**

- Follow the classroom and the school expectations and rules to ensure positive behaviour
- Show respect, tolerance for each other and adults and use good manners at all times
- Demonstrate a positive attitude towards learning
- Display a positive, accepting attitude towards differences
- Act responsibly at all times and admit to unacceptable behaviour

- Accept reasonable and appropriate consequences
- Understand the need to apologise if needed and do so with good grace
- Walk quietly and calmly around the Federation school sites
- Share equipment and resources responsibly
- Look for the positive attributes within each other and each other's achievements

## **Expectations of all wider members of the school community**

### **Parents/Carers**

- Are expected to be supportive of staff when using the school behaviour policy in the correct way
- Are expected to encourage their children to abide by and follow the school rules for the general wellbeing and good of all
- Are expected to attend regular parent consultation evenings

### **Governors**

- All governors are expected to ratify, support, monitor and oversee our Relational Behaviour policy
- All governors are expected to support and, or monitor any / all external exclusions at FGB meetings termly

## **Developing Positive Relationships through the Relational Approach**

At Stoke Hill Federation, we recognise that all children need to develop secure relationships which enable them to feel safe, secure and good about who they are. We therefore place relationships at the heart of what we do and all staff will actively seek to build strong, positive relationships with the children.

In order to support children, we must understand how to meet their underlying developmental needs and not just manage the symptoms of behaviour. This means providing all children with secure relationships that help them to feel a sense of safety, trust, belonging and feel that they are being listened to.

A secure relationship involves adults providing Protection, Connection, Understanding and Care in the following ways:

Protection	Connection	Understanding	Care
<ul style="list-style-type: none"> <li>• Being a source of safety through our relationships and the safety cues we provide.</li> <li>• Being predictable, reliable and trustworthy.</li> </ul>	<ul style="list-style-type: none"> <li>• Being physically and emotionally available.</li> <li>• Being responsive, expressive and interactive.</li> </ul>	<ul style="list-style-type: none"> <li>• Being curious about their feelings, thoughts and behaviour.</li> <li>• Understanding their thought processes and trying to work it out.</li> </ul>	<ul style="list-style-type: none"> <li>• Being loving and compassionate.</li> <li>• Showing them we care, looking after their basic needs, soothing and comforting them.</li> </ul>

<ul style="list-style-type: none"> <li>● Providing structure, boundaries and containment.</li> </ul>	<ul style="list-style-type: none"> <li>● Attuning and connecting physically and emotionally.</li> <li>● Showing children we like them and are interested in them.</li> <li>● Being playful and having engaging interactions</li> <li>● Finding time to do things together.</li> </ul>	<ul style="list-style-type: none"> <li>● Accepting their feelings and experiences, empathising, wondering aloud, validating, showing them you 'get it'.</li> <li>● Helping them to process their feelings.</li> </ul>	<ul style="list-style-type: none"> <li>● Holding them in our minds.</li> </ul>
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Through these relationships, children will be able to develop their ability to regulate their feelings and emotions, develop their understanding of social situations, develop positive feelings about themselves and their abilities and therefore be ready and able to learn.

This approach needs to be carefully applied through our 'Safe Touch' principles and safeguarding our children through modelling appropriate aspects of the Relational Approach is at the centre of our decision-making process when applying this policy. Safe Touch principles are detailed in **appendix b**.

### **Staff Wellbeing**

We recognise the importance of supporting and developing our staff in their ability to use a relational approach with children. Staff will be fully supported by senior leaders in the following ways:

- CPD – implementing, embedding and maintaining this behaviour policy
- Coaching & mentoring support
- Induction for new staff and for ECTs
- Supervision for staff who manage children with complex needs

### **Inclusive Behaviour practice**

At Stoke Hill, we acknowledge that some children require a differentiated approach to managing their needs and behaviour. This may be true for children with an EHCP or a high level of SEN need, those with emotional or mental health needs or those who are vulnerable, have attachment needs, or have experienced trauma or Adverse Childhood Experiences (ACEs). We recognise that these children may struggle to control their feelings and emotions and may need a significant level of adult support to help them regulate and manage their feelings and emotions. For some of these

children, the normal rewards or consequences procedures may not be sufficient to support them and other strategies may be required. We will consider the needs of each child on an individual basis and will support these children in a variety of ways. For example:

- Providing them with their own safe/calm space within or nearby their classroom to use when they need to calm down. Adults will direct them to this area when they see them beginning to dysregulate.
- A personalised reward system that uses small, achievable steps to achieving a daily/weekly reward focusing on a particular area of need.
- A fixed period of time to reset, calm down and work through behaviour choices
- Targeted or specialist intervention from our Inclusion team to support them either 1:1 or in a small group.
- An identified team of key adults who know the child well and are able to identify early triggers and support them to respond to their feelings and emotions appropriately.
- An alternative provision for break or lunchtime if these unstructured times are a trigger.

Our priority is to ensure that our children look after themselves, each other and our school. Some of our children may need a greater level of adult support to help them manage big feelings and teach them how to respond in a way that is appropriate and safe. In these situations, we will work together as a team of adults to write behaviour support plans and/or risk assessments, to ensure that everyone knows how best to respond to a child when they are finding it difficult to manage their feelings and emotions. These documents are regularly reviewed and shared with parents and all staff working with the child as part of our graduated response cycle.

### **Rewards**

Rewards are given by members of staff to celebrate and reinforce expected behaviours and good standards of work, as well as those that go above and beyond. Details can be found in **appendix c**.

## **Stepped responses to behaviour**

**Staff will use their professional judgement in applying these steps. Certain behaviours may merit moving straight to a later step.**

By the time staff have to use step 1, you should already have used the responding and calming techniques. If they do not work, then step 1 will have to be actioned.

### **Step 1: WARNING**

Use the agreed phrase, **‘this is a reminder or you may have to have “Time Out”.’**

Children should be fully aware of what this means and the possible consequences of continuing with the behaviour.

### **Step 2: TIME OUT - WITHIN CLASS**

It is the teacher’s responsibility to spend time with the child to initiate the reflection. This is age and ability dependent.

- Child sits at designated chair/area of classroom
- 5-10 minutes (max) sitting together in order to reflect, calm down etc. without causing disturbance.
- Child is expected to complete their class work there independently then in their own time ie: Break time or lunch time
- Restorative conversation

### **Step 3: TIME OUT OF CLASS in another classroom**

This step is for time out in another class. This is age and ability dependent. This must be recorded on CPOMS.

- Child escorted to another class
- Child has time out completing their work independently and will re-join the class when calm and responding positively, once work has been completed
- Restorative conversation - it is the teacher’s responsibility to spend time with the child to initiate the reflection

### **Step 4: TIME OUT OF CLASS with a senior member of staff**

This step is for time out with a colleague, only when behaviour is so disruptive, that it is affecting the teaching of the whole class.

- Child sent – or escorted if necessary - to a member of the leadership team (or Family Support Worker/SENDCo Assistant) or a red card sent for them to be collected
- Child has time out completing their work independently and will re-join the class when calm and responding positively, once work has been completed
- Possible removal of playtime as necessary
- Class Teacher/adult in class to record on CPOMS & parents informed at the end of the day either by phone or face to face

*If behaviour improves, then the child may return to class. The steps would reset but if it escalated again then they would be escalated more promptly.*



### **Step 5: BEHAVIOUR SUPPORT PLAN AND RISK ASSESSMENT**

**This will come into effect after all above steps have been consistently ignored or have failed to have a positive impact on behaviour**

A behaviour support plan should be created by the class teacher and Head of Inclusion/ Head of School. It is a supportive document and should be shared with parents during a face-to-face meeting.

A Behaviour Support plan should include:

- Clear/realistic targets for behaviour agreed (maximum of three targets)
- Clear rewards/consequences identified for success/failure (including possible internal/external exclusion)
- Daily feedback to child and regular feedback to parents.
- To be reviewed every 6 weeks

### **Step 6: INTERNAL EXCLUSION**

**for a more serious incident such as verbally or physically abusing a member of staff or a peer with intent to cause harm to others**

- Child escorted to Head of Inclusion or Head of School or a red card sent
- Usually for no longer than 1 session to half a day working out of normal class as an internal exclusion.
- Head of Inclusion / Head of School decides whether or not to issue an internal exclusion based on the situation and the child's chronology
- Head of Inclusion / Head of School record the incident ie: who, when, why on CPOMS
- Executive Head must be informed of any Internal Exclusions
- Parents informed by phone call from Head of Inclusion / Head of School

Steps 7 and 8 are part of a legal framework to ensure all members of our Federation community are safe and able to learn, however, it remains the intention of the Stoke Hill Federation to never exclude a child. Should an extreme incident take place or over time all other options have been exhausted the Federation may choose to take the following steps:

### **Step 7: FIXED TERM EXTERNAL EXCLUSION**

**for a significantly serious incident**

- Child escorted to the Head of Inclusion / Head of School
- Decision to externally exclude is made by the Executive Head.
- Child is collected by a parent/carer and a Local Authority Exclusions letter is handed over
- Suitable class English, maths and wider curriculum work for the duration of the External Exclusion is given to the child
- Incident is recorded on CPOMS
- All External Exclusions are reported to the Full Governing Body termly meeting
- Upon return to school child and parent have a reintegration meeting with the Head of Inclusion / Head of School and a fresh clean start is made

### **Step 8: PERMANENT EXCLUSION**

Serious incidents need to be treated on an individual basis and the circumstances investigated.

Only in exceptional circumstances would a permanent exclusion be considered.

These may include incidences such as:

- Serious actual or threatened violence against another pupil or a member of staff
- Sexual abuse or assault
- Supplying an illegal drug
- Carrying an offensive weapon
- Serious deliberate damage to school property

The Executive Head would make the final decision after seeking advice from any relevant agencies/ parties/ bodies.

In this event, a letter from the Executive Head would be sent to the family inviting them to a Permanent Exclusion Hearing.

- Governors would need to form a committee and hold a panel hearing with parents attending.
- Parents have the right to appeal any decision made.

## **Appendix a**

### **Restorative Conversation Questions:**

1. What has happened?
2. What were you thinking about at the time?
3. Who has been affected by your actions?
4. How have they been affected?
5. What need to be done to put things right?
6. How can we do things differently in the future?

## Microscripts

- The 'Ready to listen' microscript - below are 4 steps for all learners to accomplish and the 'script' used to signal this expectation.
- Microscripts are to be fairly applied by adults who will take into consideration the age and needs of every child.

to be <b>ready</b> to listen to an adult a child needs to:	the <b>micro-script</b> for the adult to use	sharing the <b>reason</b> for this expectation
give full attention and look at the teacher*	"look at me"	so you know... what is going to happen next/what I am going to explain next.
listen actively but silently	"be ready to listen"	so you can hear and understand what I am saying.
respond appropriately	"be ready to join in"	
get started with their learning	"get started"	

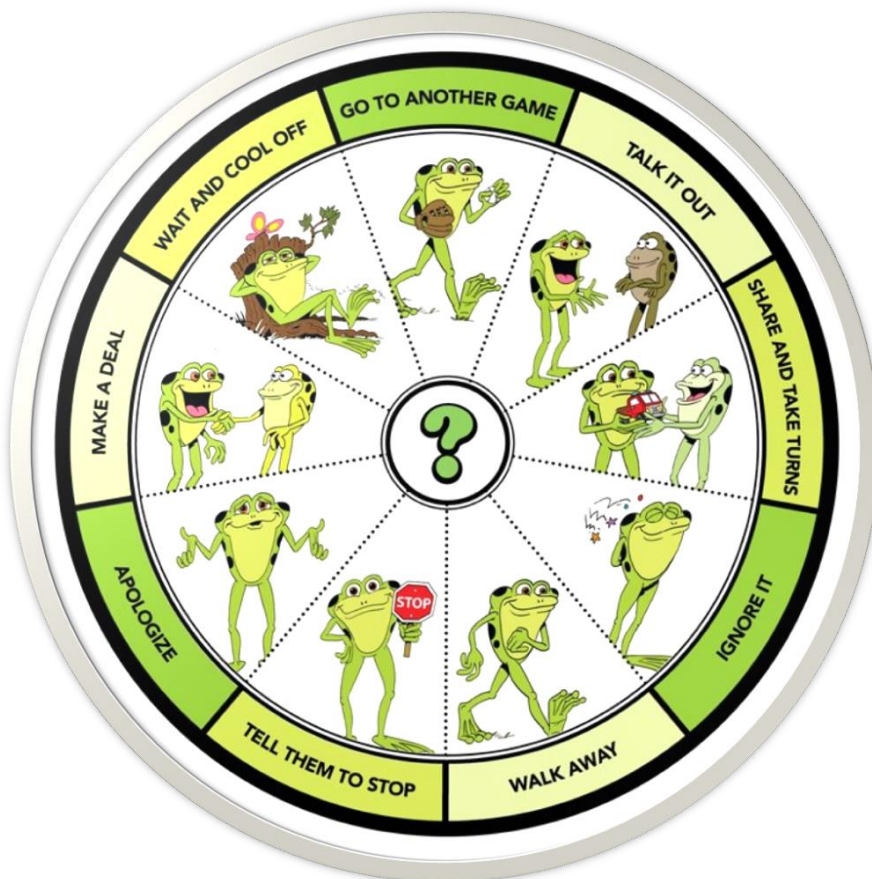
to be <b>respectful/safe</b> <b>children need to</b> :	the <b>micro-script</b> for the adult to use	sharing the <b>reason</b> for this expectation
Walk in the school building	Walk	it's the safest way to move around
Wait for their turn to speak/select resources etc	Please wait your turn	because... (this will vary)
Stop justifying their actions by blaming someone else. E.g. "but he did	You need to take responsibility for YOUR actions	because you have made the wrong choice

## Kelso

To help children learn a lifelong conflict-resolution tool and develop and sustain the belief that they are strong enough and smart enough to resolve their own minor problems, we teach Kelso's choices in the Early Years and KS1 and use Kelso's choices across the Federation.

### Kelso's choices:

- Empower young children with the ability to determine their own behaviour.
- Reduces 'telling tales'
- Provide consistency of approach across staff
- Teach children to realise the difference between minor problems and big problems that require adult intervention.
- Increase feelings of personal competence
- Give children a conflict management tool
- Develop good links between home and school





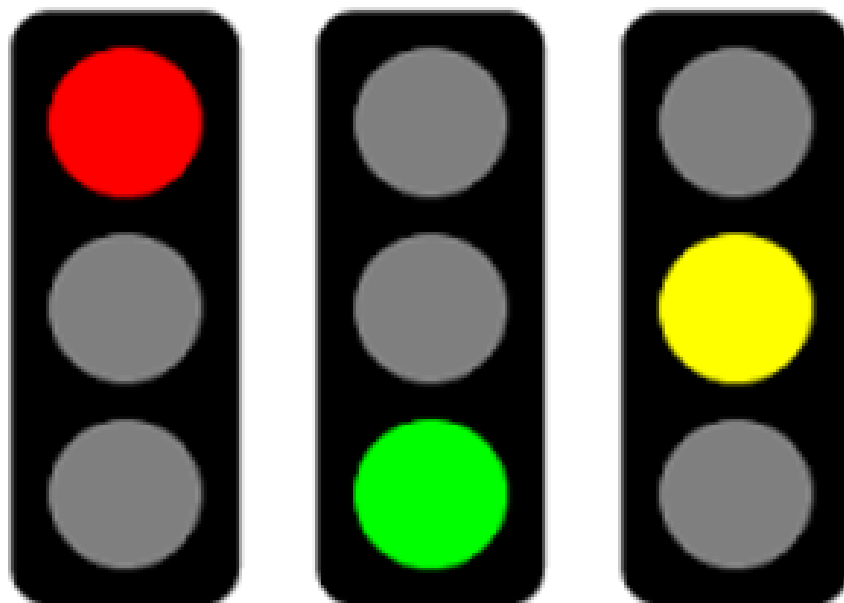
# STOP

**Several**

**Times**

**On**

**Purpose**



Tell a grown up straight away if someone is being mean to you **several times on purpose**. This is called 'bullying' and we don't want it in our school.

## **Appendix b**

### **Safe Touch**

Research shows clearly that healthy pro-social brain development requires access to safe touch as one of the means to calming, soothing and containing difficult emotions.

At Stoke Hill, we adopt an evidence-based approach to safe touch as a developmentally appropriate intervention that will aid healthy emotional growth and learning.

#### **What is safe touch?**

It is important that all children learn the difference between safe and unsafe touch and experience having their strongest emotions contained, validated, accepted and soothed by a significant adult.

In recognition of this, and with appropriate training, staff will consider using safe touch as one of the means available to them when:

- Calming a child who is distressed
- Affirming or encouraging a child who is anxious or has low self-esteem
- Containing a child who is feeling angry

Other means of calming, soothing and containing a child's strong emotions include:

- Slowing the pace
- Lowering the voice
- Regulating the pitch and volume of the child's emotional display, talking slowly and firmly in an unhurried and unflustered way

We know our pupils well at Stoke Hill and support them in the way we know they are most likely to respond positively to.

As professionals, we are alert to our own readiness to support a child with safe touch. Where we assess safe touch to be what would best support a child and are not in a position to provide it ourselves, we seek the help of a colleague.

#### **Types of safe touch:**

- Casual or informal touch

Staff use touch as part of a normal relationship, for example comforting a child, giving reassurance, or congratulating. This might include taking a child by the hand, giving a high-five, or putting an arm around the shoulders.

- General reparative touch

This is used by staff working with children who are having difficulties regulating their emotions. Healthy emotional development requires safe touch as a means of calming, soothing and containing distress for a child. Touch is used to regulate emotions. This may include stroking the back, rocking gently or, for a much younger child, sitting on an adult's lap.

- Contact play

Contact play is used by staff adopting a similar role to a parent in a healthy child-parent relationship. This will take place when a child has developed a trusting relationship with an adult and they feel comfortable and at ease. Contact play may include an adult and child playing a game of building towers with their hands or an adult joining in with a game of football and high-fiving when celebrating a goal.

#### **Appropriate and inappropriate touch**

Our policy is supported by regular safeguarding training for all staff and our Child Protection and Safeguarding policy. Staff have a clear understanding of the

difference between appropriate and inappropriate touch. Touch is not used as an impulsive act or as a means of compliance.

At no point and under no circumstance should staff members use touch to satisfy their own need for physical contact or reassurance.

Staff must always be particularly sensitive to pupils who are demonstrating that they are not comfortable with touch. It is important for a member of staff to think about what they themselves represent to a particular child. A child's history may influence who represents a 'safe' adult to them. Additionally, some pupils may be more or less accustomed to different levels or types of touch as part of their cultural upbringing.

All staff should ensure the following guidance is adhered to:

- Parents/carer should be made aware of the school's safe touch policy
- Any specific information about a child's history/experience which might affect how comfortable they are with safe touch should be communicated with staff
- All instances of restrictive physical intervention should be recorded and uploaded to CPOMS as soon as possible and within 24 hours of the event. Staff should be offered a debrief with a senior member of SLT
- The parents/carers of a child should be made aware of any instance of restrictive physical intervention
- Staff should then discuss actions that may be needed to prevent a future incident



## **Appendix c**

### **Rewards (incentives)**

**EYFS:**

**KS1:**

**Whole School Infant:**

**KS2:**

**Class:**

Stickers, certificates, celebration of achievements, praise, whole class rewards

**Whole School Junior:**

Housepoints – badges for 25/50/100

Star of the week e.g. reader/writer/mathematician

Millionaire readers

Book of Above and Beyond – praise from SLT