



Holy Family Catholic Primary School
Good Behaviour Policy



Committee Responsible for Reviewing this Policy:
Curriculum and Standards

Member of Staff Responsible for this Policy:
S Whitehead

Date of last Review:
October 2024

Mission Statement

Holy Family School aims to develop our children's all round potential in a happy, secure and disciplined environment. To achieve this, we are committed to a partnership of parents, carers, staff, governors and the parish. Our school is founded on faith in Jesus Christ and his teachings and we accept the guidance of the Catholic Church in establishing that foundation.

In all things love.



Aims:

1. To ensure that all our pupils live and learn in a happy, secure and loving environment
2. To ensure that all our pupils have a positive view of the school
3. To ensure that pupils show respect to any individual with whom they have dealings, including fellow pupils, staff and parents.
4. To develop the children's understanding of the value and the need for a code of conduct within the school.
5. To encourage the children to exercise self discipline and differentiate between appropriate and inappropriate behaviour.

Golden Rules

Each class has a code of conduct that is closely based on the following Golden Rules.

Holy Family Golden Rules	
Do...	Don't...
Be gentle	Hurt anybody
Be kind and helpful	Hurt people's feelings
Work hard	Waste your time or other people's time
Look after property	Waste or damage things
Listen to people	Interrupt
Be honest	Cover up the truth

Unacceptable Behaviours at Holy Family Catholic Primary School

Day to day problems (Level 1 Behaviours)	
Problem	Preventative measure
<ul style="list-style-type: none"> • Calling out • Answering back • Unacceptable levels of noise • Lack of respect for self and others • Poor manners, politeness, courtesy, forms of address • Wandering around class without purpose • Leaving the class unnecessarily e.g. toilet trips, etc... • Poor response to instructions • Toys and other inappropriate equipment in class • Poor lining up (break and lunch) • In school without permission i.e. in class or cloakrooms • Tasks not completed to a reasonable standard 	<p>The class teacher or teacher in charge will deal with all Level 1 behaviours by consistently applying class rules and sanctions. Golden Rules and Golden Time are to be reinforced at this level.</p> <p>Many Level 1 behaviours can be prevented by good management e.g. teachers out at break before the whistle is blown, pupils only in class with the teacher's permission, inappropriate items confiscated and sent to the school office for collection by parents.</p>
More serious problems (Level 2 Behaviours)	
Problem	Preventative measure
Bullying	Refer to the Anti-Bullying Policy
<ul style="list-style-type: none"> • Provocative behaviour towards others-pushing, taunting, enticing, kicking, punching, nipping, biting • Disobedience that endangers self and others • Swearing • Racial abuse • Stealing • Running out of school • Defiance/Refusal to follow instructions • Extreme inappropriate behaviour (verbal or physical) • Behaviour outside of school that impacts on school life eg inappropriate use of social media (added 2016) 	<p>Referral to the Key Stage 1 or 2 Manager where the incident will be discussed and action taken.</p> <p>This will happen for all Level 2 behaviours. In the most serious or persistent cases, the head teacher and the parents will be involved. There is an immediate loss of all Golden Time 15 minutes Golden Time for Level 2 behaviours. Any unprovoked act of aggression will result in the loss of all Golden Time.</p> <p>Time can be won back at the teacher's discretion (except for the first 5 minutes).</p>

Rewards

We aim to develop patterns of behaviour in the children, which will contribute to their learning. Good behaviour is always praised in an effort to emphasise the positive and minimise the negative. Children displaying positive patterns of behaviour are rewarded with:

- Housepoints/High fives –Class rewards
- Certificates e.g. Star of the Week
- Lunchtime awards
- Verbal praise in front of own class, key stage or whole school
- Visit to the Head or Deputy for commendation
- 'Well done' texts and letters sent to parents
- Positions of responsibility
- Extra break time
- Post cards home
- Golden Time and Silver Time

Consequences

All staff endeavour to keep a positive relationship with pupils; however pupils need to learn that there are consequences to choosing poor behaviour. To be effective, it is important that all staff are consistent and fair in issuing consequences. These consist of:

- Non-verbal warning
- Verbal warning
- Loss of Golden Time in units of 5 minutes
- Placed 'on report'*
- Internal exclusion
- Fixed term and permanent exclusions (only in the most serious cases of extreme and persistent poor behaviour).

Loss of more than 10 minutes of Golden Time results in a letter being sent home. The school behaviour manager, Miss Deegan will send out Loss of Golden Time Letters 1,2 and 3 (Appendix 1).

Other sanctions, at the Class Teacher's discretion, can include loss of break, lunchtime or extra curricular privileges. However, Golden Time can be earned back for good behaviour – except for the first 5 minutes of time lost. Additionally, a teacher may wish to speak to a parent after school so that a problem may be dealt with swiftly.

In the extremely rare case of a pupil needing restraining, we follow the guidance of the LA as outlined in their policy on the use of reasonable force to control or restrain pupils.

Children who behave in a way that puts either themselves or another child or adult in danger will be removed from the class to an inclusion room with immediate effect.

*Being 'On Report'

Parents should always be contacted before a child is placed 'on report'. This is usually after a Loss of Golden Letter 2. A child can be placed 'on report' for a one-off serious incident or automatically if three loss of Golden Time letters are sent home in any **HALF TERM**. If a pupil is 'on report' they are issued with a report card (timetable). The pupil has to 'report' to Mrs. Allonby (or if she is unavailable, another senior teacher) at the start of break times and lunchtimes. It is the pupil's responsibility to ask the teacher who has taught each lesson to write a comment on their report card. Negative comments will result in the pupil missing all or part of their break time, at the discretion of Mrs. Allonby. We also ask parents/carers to record a comment about their child's behaviour each evening on the timetable and to have a meeting with a member of staff i.e. Class Teacher each Friday after school to discuss progress or Miss Deegan on the following Monday. Children 'on report' are not permitted to access free before/after school clubs or represent the school e.g. football matches, inter-school quizzes etc

Learning Mentor

Children whose behaviour is challenging need to be placed on the SEND register and a positive intervention plan is devised setting children targets. These will be discussed with the child, parents, class teacher and SENDCO and sometimes outside agencies will be involved. The learning mentor would also support these children at an appropriate level. By parents/carers working together with school, especially through the learning mentor, the intervention strategies will be more effective.

Pupil's Playground Charter

Pupils have devised their own playground charter. This is updated regularly with ideas taken from Class Councils. Please see Appendix 2

Home-School Agreements

In an effort to improve the quality of the relationship between parents, teachers and pupils, the school operates a home-school agreement, which is signed by parents, or carers, on their entry to Holy Family. This forms a contract between all parties outlining their respective roles in the pupil's whole education.

Holy Family Catholic Primary School

Seacrest Avenue, Blackpool, Lancashire FY1 2SD

Tel: 01253 354496 Fax: 01253 595765

E mail: admin@holy-family.blackpool.sch.uk

Website www.holy-family.blackpool.sch.uk

Chair of Governors: Mr I Hunter

Headteacher: Mrs. Allonby Deputy Headteacher: Mrs. S Whitehead



In all things, love.

Date:

Dear Parent/Carer,

Loss of Golden Time Letter 1

I am writing to you because _____ lost _____ of his Golden Time this week. We have a positive behaviour policy and try to encourage good behaviour through a rewards system. However, pupils lose Golden Time through not following our Golden Rules. This includes pupils persistently not completing homework. Pupils who have three loss of Golden Time letters sent home in a term will result in them being placed, 'on report'. More details of this can be found in the Good Behaviour Policy. This can be found on the school website or a paper copy can be collected from the school office.

Please could I ask you to support school by taking some time to speak to your child about why they have lost Golden Time this week? Also, please find enclosed your child's written explanation of why they have lost their Golden Time.

If you would like to discuss this further with a member of staff, please contact the office to make an appointment to see your child's class teacher. I am also available should you wish to see me or the school learning mentor, Mrs. Mather, for pastoral support.

Yours sincerely

Miss C Deegan
Learning Mentor

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Loss of Golden Time Letter 1

I have spoken to my child about his/her behaviour and how he/she will follow the Golden Rules in the future.

Signed Parent/Carer Date.....

Please return this slip to school- thank you.

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In all things, love.

Date:

Dear Parent/Carer,

Loss of Golden Time Letter 2

I am writing to you because _____ lost _____ of his Golden Time this week. We have a positive behaviour policy and try to encourage good behaviour through a rewards system. However, pupils lose Golden Time through not following our Golden Rules. This includes pupils persistently not completing homework.

This is your child's second loss of Golden Time letter and _____ is now at risk of being placed on school report should they receive a third letter this term.

The Good Behaviour policy can be found on the school website or a paper copy can be collected from the school office. Please could I ask you to support school by taking some time to speak to your child about why they have lost Golden Time this week? Also, please find enclosed your child's written explanation of why they have lost their Golden Time.

If you would like to discuss this further with me or your child's Class Teacher, please contact the office to make an appointment. Alternatively, if you are concerned about other issues affecting your child, you may wish to speak to our school learning mentor, Mrs. Mather, for pastoral support.

Yours sincerely

Miss C Deegan
Learning Mentor

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Loss of Golden Time Letter 2

I have spoken to my child about his/her behaviour and how he/she will follow the Golden Rules in the future. I am aware that my child is now at risk of being placed on school report.

Signed Parent/Carer Date.....

Please return this slip to school- thank you.

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Date:

Dear Parent/Carer,

Loss of Golden Time Letter 3

I am writing to you because _____ lost _____ of his Golden Time this week. We have a positive behaviour policy and try to encourage good behaviour through a rewards system. However, pupils lose Golden Time through not following our Golden Rules. This includes pupils persistently not completing homework.

This is your child's third loss of Golden Time letter and _____ is now being placed on school report.

This will involve:

- Your child will carry a report card at all times in school. They will need to ask the class teacher to sign the card indicating the level of behaviour after each lesson.
- At every break they will need to 'report' to the designated teacher. If behaviour is unsatisfactory they will lose break times.
- Parents are requested to sign the report card each evening indicating the level of their child's behaviour.
- Your child will not be allowed to attend any extra-curricular activities whilst on report e.g. clubs
- Parents are requested to meet with the Class Teacher (or other member of staff) each Friday after school, whilst on report, to discuss progress.

If your child demonstrates good behaviour a decision will then be made at the end of each week to determine whether they remain on report.

Yours sincerely

Miss C Deegan
Learning Mentor

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Loss of Golden Time Letter 3

I have received a third loss of Golden Time letter and have spoken to my child about his/her behaviour.

Signed Parent/Carer Date.....

Please return this slip to school- thank you.

<p><u>Playground</u> Please</p> <ul style="list-style-type: none"> • Keep off the grass when asked or you could slip or get covered in mud! • Listen to playground friends, tidy up, return equipment and be honest and forgive each other. • Remember football is only a game! <u>Don't get angry.</u> • No play-fighting (with physical contact) 	<p><u>Equipment</u> Please ...</p> <ul style="list-style-type: none"> • Take care of the equipment • Take the equipment back at the end of lunchtime as soon as your asked • Use it sensibly skipping ropes for skipping treat equipment as it should be treated • Try to keep footballs low – not on the roof!
<p><u>Wet play</u> Please ...</p> <ul style="list-style-type: none"> • Be sensible in class • Don't throw things around • No running about in school • Stay in your classroom or ICT suite – don't wander about • Do as you are asked by the dinner ladies • Use iPads sensibly and don't damage property 	<p><u>Each other</u> Please</p> <ul style="list-style-type: none"> • Don't hurt anyone • Always be kind to others • No bad language • Show respect to everyone – everyone deserves same amount of respect • Follow the golden rules • Don't wind people up over football • Be patient with infants

Most importantly, do as you are asked by adults: be happy, be friends and be grateful for our lovely big playground 😊

