

STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Following the rules	Following the rules	Following the rules	Following the rules	Following the rules
Taking turns Putting hand up when speaking Walking sensibly around school Following instructions	Speaking politely to staff and children Using good manners Following instructions Co-operating with others Showing kindness Speaking truthfully	Helping others in the playground Being respectful towards others Being respectful with property	Being respectful towards others Being respectful with property Consistently following school rules	Being respectful towards others Being respectful with property Consistently following school rules
Inappropriate behaviours	Inappropriate behaviours	Inappropriate behaviours	Inappropriate behaviours	Inappropriate behaviours
Shouting out Name calling Low level disruption	Speaking rudely to staff Answering back Using bad language Not following instructions Deliberate distraction Provoking others Lying Racial, homophobic, transgender comment (non-directed) Play fighting	Aggression (including retaliation, hitting, kicking) Abuse of property, furniture Absconding from school building Spitting Verbal abuse/swearing (with intention) at another child Stealing from another child or school property Deliberate disruption Racial, homophobic, transgender comment (directed)	Abuse (racial, homophobic, transgender, sexual, peer to peer) Vandalism Verbal abuse/swearing at staff Absconding from school site Stealing from staff or money/high value items Persistent deliberate disruption	Persistent bullying despite intervention Persistent verbal abuse towards staff Physical abuse of staff Non-engagement of parents/carers
Actions	Actions	Actions	Actions	Actions
Parallel praise Reminder of rules "In our class we..." TA to support child	10 minutes time out (taken to another class if in KS2 and in class in KS1, on the bench at break/lunchtime) Verbal apology Member of class staff speak to parents at the end of day if behaviour is unusual/new/concerning	Referral to pastoral team if necessary. If appropriate, school behaviour plan put in place/restorative justice meeting Miss two days playtimes. Phone call home from Headteacher/SLT	Continued support from pastoral team Parents meet with Headteacher and class teacher Restorative justice meeting Possible managed transfer Fixed term exclusion	Restorative justice meeting Second cluster transfer Fixed term exclusion Permanent exclusion

NO CHILD MUST EVER BE GIVEN A SANCTION PURELY ON THE WORD OF ANOTHER CHILD. If an adult has not seen the incident it MUST be investigated. ALL INCIDENTS OF BULLYING MUST BE DEALT WITH ACCORDING TO THE ANTI-BULLYING POLICY