



Willoughby School

Behaviour Policy

February 2015

The approach to behaviour taken by Willoughby School is based on sound theoretical and practical underpinnings.

Our behaviour policy is inextricably linked to the Safeguarding policies of the school and Local Authority. Behavioural changes can sometimes be related to Safeguarding issues, and staff are aware through their safeguarding awareness training to monitor changes in behaviour that could indicate a safeguarding concern. If this is the case staff understand that the Child Protection Officer Adam Booker is the correct route for information sharing. Should matters become a safeguarding issue the appropriate Safeguarding Policies and practices will be followed.

In addition, this policy relates to the policy concerning 'What to do if allegations are made about abuse by members of staff or volunteers' where adult behaviour towards a young person is of concern. Staff have opportunity through this policy to have their concerns raised safely and in line with Safeguarding policy at school and Local Authority Level, and it also details alternative routes to raising concerns should the focus of concerns be the head teacher or Child Protection Officer.

This policy also relates to the Safer Recruitment Policy, where all processes to employing someone to work with our children will rigorously ensure that successful candidates for work at Willoughby will have the correct motivations and behaviours towards working with children and young people.

The approach to behaviour at Willoughby School is as follows:

- ✓ That positive behaviour be encouraged and modelled at all times.
- ✓ Achievement will be shared and celebrated at all times.
- ✓ That each child in the school be treated individually.
- ✓ That any behaviour issue that arises will be examined through close observation of every potential 'setting' consideration, whether it is environmental, human or other.
- ✓ That any intervention offered would be individualised, timed and evaluated.
- ✓ The behaviour policy is important to our school population as it allows for every child to be considered, regardless of age, need or disability.

### Aims

The aims of the behavioural policy are:

- To provide staff, parents and students with information on how we manage behaviour in our school.
- To provide a clear structure for the management of behaviour in our school.

## Parental Involvement

Parents will have the opportunity to find out about their child's behaviour through annual review/EHC meetings, parent consultation evenings, and the home-school diary and if contacted directly by the school.

## Objectives, Planning and Delivery of Policy

- Staff in classes write behaviour strategies and risk assessments for students, and share the information with all members of staff.
- Where appropriate, staff in classes will write an IEP target for the student, based around behaviour.
- Behaviour will be monitored and discussed regularly - in teams, departments, with parents and carers and senior school staff.
- Ongoing 'behavioural' difficulties may require multi agency involvement. Parents and carers are at the heart of any multi agency working.
- Various interventions will be attempted, all with parent / carer / multi - agency agreement. Intervention may include the necessity of positive handling procedures forming part of a plan.
- Staff members are trained in the use of 'TEAM TEACH' which is a type of training in positive handling strategies involving a holistic approach including diversion, diffusion and de-escalation. TEAM TEACH training for staff is undertaken in line with current and new member of staff' training cycles as laid down by the TEAM TEACH organisation.
- Recording and reporting of behavioural incidents will take place. Information sharing with parents and carers will follow.
- During day to day schooling, from time to time students will transgress boundaries of appropriate behaviour. If this is the case, students may be sent to a member of the Senior Management Team.
- Staff aim to offer consistent communication when carrying out behaviour management, with attention to both verbal and body language. The pupils in the class need to know and understand the class rules and the acceptable standards of behaviour. When dealing with behaviour, class teams plan for continuity and specific techniques are monitored as necessary. This necessitates co-operation and understanding between classroom staff.
- Pupils are given opportunity to discuss behaviour issues and participate in problem solving where appropriate.
- Good classroom practice promotes good behaviour. Targets are communicated clearly to pupils and teachers ensure through differentiated planning, that the targets are realistic to the present performance and in relation to the performance of their peers. The criteria for success is stated. The management of the environment is also important in creating calm; having routines; class rules; security; shared values; adequate equipment and resources. Attention to group formations and to the management of groups within the classroom is also beneficial.
- A curriculum that is interesting, exciting, relevant, and commensurate with what each child can accept can support a pupil to behave well. Variety can increase attention and motivation, whilst repetition and predictability can be

important for some pupils. Different teaching strategies are employed in each class by each teacher to best meet the needs of the pupils in the class.

- A system of positive rewards and incentives is encouraged as opposed to reliance on negative sanctions. Staff ensure that pupils perceive that rewards are related to good behaviour. Confrontation can usually be avoided by staff getting to know and understand their pupil's needs and concerns.
- Any strategies agreed upon need to be given time to work. Pupils also require time to assimilate information and instructions and to respond. Pupil's views are important. Listening is an important skill.
- We believe that the children at Willoughby School should exhibit good standards of behaviour. We have high expectations of them.
- Good classroom practice promotes a positive atmosphere which promotes good behaviour. Examples of strategies used to achieve this include: Use of role models; including adults and peers clear expectations; establishing clear boundaries; discussing behaviour and consequences with the pupil; and most important consistency and clarity amongst staff within the class, department and school in dealing with difficult situations and behaviour.
- All rewards introduced should be within agreed school guidelines. Under no circumstances should food, drink or close physical contact (i.e. kissing or hugging) be used as a reward.

General expectations of good behaviour will be promoted at all times. It is accepted that within the day management of the class children may need reprimanding. This can be done using facial expression, tone of voice etc.

### **FORBIDDEN SANCTIONS:**

***Corporal punishment – i.e. smacking or any other physical punishment. Deprivation – i.e. of food, drink, education entitlement OR ridicule.***

Conversely, should a child consistently show good attitudes to learning and behaviour, class groups can also contact the senior management team who will then let parents share in this celebration.

### **SAFE SPACE IN SCHOOL - PRINCIPLES FOR USE**

- Safe Space should only be used as **a last resort for a young person whose behaviour or presentation means that they are requiring a period away from other people for their own safety or the safety of others**
- A pupil will always have at least one member of staff with them throughout the period that they are in safe space
- Therapeutic interventions including music, visual display, darkness or quiet may be employed in order to allow the pupil to regain control and calmness
- Reporting and reporting to senior staff and parents / carers regarding the use of safe space will take place on the day of any incident.
- The door to the safe space may be closed but only in cases where extreme violence or threat are displayed by a pupil.

- Use of the safe space will form part of a behaviour and positive handling statement individual to each pupil and agreed by all parties.

### **Monitoring of Policy**

The Objectives/planning/delivery section of this policy outlines the roles and responsibilities of school teams, and the inherent monitoring responsibilities therein.

### **Assessment, Recording and Reporting Arrangements**

Inherent in the above *Objectives/planning/delivery* section are outlines as to the assessment, recording and reporting arrangements surrounding the behavioural policy. All information is to be available for sharing with any party.

### **Special Education Needs**

All students in the school have the opportunity to benefit from any behavioural strategy implemented, regardless of need, disability or age.

This is a result of the behavioural policy being individually planned and delivered and through it being based on sound theoretical underpinnings which allow for observations and assessments being made on any child in the school.

By the very nature of the school, pupils may exhibit challenging behaviour in a variety of ways. We as professionals must work together to ensure our own safety and any strategies implemented for the benefit of all.

### **Health and Safety**

Inherent in any behaviour policy is the need to be mindful of health and safety issues. Behaviour strategies must include considerations of restraint and reasonable force in line with appropriate assessments for each pupil being undertaken, shared and agreed by all parties. Appropriate follow up information and data should also form part of any use of positive handling, and again be shared by all parties.

Staff should always consider their own safety when dealing with situations that may arise. In following individual pupil strategies and general guidance as laid down here we as staff can minimise any risk. If a member of staff should find themselves in a situation that is developing beyond their control, calmness and then calling for help from the SMT or head Teacher (or other experienced staff if they are unavailable) rather than direct intervention should be the procedure.

### **Criteria for evaluating the success of the policy**

The criteria for evaluating the success of any behavioural policy is three fold:

- Individual students who become part of any behavioural strategy (following each necessary stage of the policy as appropriate) will show an improvement in their behavioural needs.
- Behaviour issues will be dealt with in a way that reflects the individual needs of every child, in line with all required assessment, evaluation and reporting methods.

- Professionals in school will feel better equipped to deal with behavioural incidents, and understand the stages of the behavioural strategy.

## **Subject Knowledge Base**

There are a variety of publications dealing with Behaviour, including:

Smith, C and Laslett R, (1989) Effective Classroom Management. London, Routledge.

Cooper, P (1999) ed. Understanding and Supporting Children with Emotional and Behavioural Difficulties. London, Jessica Kingsley.

Greenhalgh, P (1994). Emotional Growth and Learning. London Routledge.

Ainscow, M (ed) (1994). Effective Schools For All. London, Routledge.

## **Other Relevant Information**

THIS POLICY FALLS AS PART OF OUR OVERARCHING SAFEGUARDING POLICY AND ASSOCIATED DOCUMENTATION

## **Behaviour Statement**

### **The Willoughby Rules:**

- ✓ Look After Ourselves
- ✓ Look After Our School
- ✓ Look After Each Other

Willoughby School prides itself on the standards of behaviour shown by pupils and staff. In order that these high standards are maintained, Willoughby School has invested in high quality training; designed to provoke staff into examining the processes and practices surrounding the management and maintenance of behavioural standards in school.

Our behaviour policy is inextricably linked to the Safeguarding policies of the school and Local Authority. Behavioural changes can sometimes be related to Safeguarding issues, and staff are aware through their safeguarding awareness training to monitor changes in behaviour that could indicate a safeguarding concern. If this is the case staff understand that the Child Protection Officer (Amanda Brookes) is the correct route for information sharing. Should matters become a safeguarding issue the appropriate Safeguarding Policies and practices will be followed.

In addition, this policy relates to the policy concerning 'What to do if allegations are made about abuse to members of staff or volunteers' where adult behaviour towards a

young person is of concern. Staff have opportunity through this policy to have their concerns raised safely and in line with Safeguarding policy at school and Local Authority Level, and also details alternative routes to raising concerns should the focus of concerns be the head teacher or Child Protection Officer.

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### **Why do we have these rules?**

School believes that treating everyone we meet appropriately is a vital skill which promotes fairness and understanding.

School believes that working in an environment that encourages children and staff to value each other, be safe and respect people and property promotes 'skills for life', allowing for our students to be an integral part of any community.

### **How do we manage behaviour?**

- By reminding students of the school rules.
- Through the use of praise, encouragement, celebration of individual achievement and individually planned targets and rewards.
- By examining behaviour issues carefully: looking at context, where it occurs, whom it occurs with and what it results in.
- By following up behaviour issues through individually planned and timed programmes aimed at alleviating the behavioural issues.
- Through keeping parents and carers informed of behaviour issues and involving them with programmes and targets.
- If necessary, serious behavioural issues will require the involvement of the senior staff and parents. If it is agreed that outside help is required (for example – the educational psychology department / CAMHS etc.) then this will be as a result of a joint decision being made by the above parties involved.
- Staff at Willoughby School will act as models of appropriate behaviour, ensuring that students are constantly reminded of appropriate standards.

### **How will I know my child is behaving?**

- Most children behave well most of the time!
- Staff at school will provide constant feedback to the students regarding their behaviour, whether it be through smiles or comments. You child will know if their teachers are pleased with them!
- Home to school diaries, parent consultation evenings and annual reviews are all opportunities to find out about your child's behaviour.

- As stated earlier in this policy, if we feel that there are concerns surrounding your child's behaviour, we will ask you to discuss them with us. Our aim is to always find a positive way forward.

### **School Sanctions:**

- School tries wherever possible to encourage appropriate behaviour through positive means.
- Children may be removed from a situation and placed in a quieter area of class or school, (under close supervision by staff,) so that the child has the opportunity to calm down and regain their composure. (The 'Time Out' Option)
- Children may lose certain privileges (for example a favourite game or toy) for a certain period of the day.
- Children may be requested to make amends through apologising or assisting in the tidying up of any mess created.
- Children may be required to meet with a member of the senior management team or head teacher, to discuss or explain their behaviour.
- Older pupils may be placed 'on report' a system where each teacher the child works with over a day would comment on their behaviour, before meeting with the Head at the end of the day to review.
- If serious, challenging behaviour is being exhibited, pupils may need staff to use TEAM TEACH strategies in order to safely remove the child from either the place of disturbance or to assist in the maintenance of the health and safety of themselves and those around them. This is only undertaken when clear and agreed positive handling plans are in place, and after which appropriate information sharing takes place.
- In the most specific of cases a child may be placed (in accordance with shared home – school agreement) in the 'SAFE AREA' of school where close supervision is provided in a therapeutic space

### **So how does it all work?**

- Through adopting the school rules, all members of the school community will be working towards the same goal and be reminded about them at every opportunity.
- Students who behave inappropriately will be subject to the sanctions outlined earlier in this document.
- Staff in classes and each department will write individual behaviour strategy plans and risk assessments, outlining any behaviour issues they may feel there are in the class or department and the responses to it.
- If appropriate, a statement relating to a behaviour target will be written on the Students' Individual Education Plan, a copy of which will go home.
- If, should the interventions carried out in school fail to ameliorate the behaviours exhibited, then a meeting will be convened in school between the parents / carers and senior staff. The aim being to decide whether external assistance be invited into school to discuss the issues.

### **What if I have concerns?**

- You are welcome to contact school at any time so that you can talk through any concerns you may have.

### **CONCLUSION**

- We know that nobody behaves appropriately all of the time! It's human nature to have a 'blip' from time to time! Our children are no different to any other children in this respect and may exhibit a variety of challenging behaviours.
- What we hope is that through a shared approach to showing our students appropriate behaviours, and constantly reminding them of it, then school will be a positive, rewarding, fun and safe environment for us all to coexist in.

As partners in the Education, Socialisation and Independence of the students at Willoughby School, our continued teamwork will ensure that Willoughby remains a safe, happy school.

### **CONTACT INFORMATION**

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