

BALLYCLARE PRIMARY SCHOOL

**POSITIVE BEHAVIOUR
POLICY**



REVIEWED 2023

PRINCIPLES

At Ballyclare Primary School we believe that positive behaviour is an essential condition for effective learning and teaching to take place. We also believe that pupils and staff have the right to learn and teach in an environment that is safe, friendly, peaceful and fair. The school community has defined a very clear set of non-negotiable standards of personal behaviour, which are based on respect for each individual in our community and their individual needs. Our community places self-discipline and a real sense of justice at the core in our determination to provide opportunities where each individual can flourish and develop in safety. Positive behaviour must be carefully developed and supported. Appropriate high self-esteem promotes good behaviour, effective learning and positive relationships. The best results, in terms of promoting positive behaviour, arise from emphasising potential, rewarding success and giving praise for effort and achievement. We also know, that it is vital to strike a balance between recognising positive behaviour and having appropriate sanctions which are seen by all to be fair and just and applied consistently when standards are not maintained. Through the example of the adults who care for them at school and through well planned and stimulating learning opportunities, we believe that children will accept learning challenges and develop self-discipline. It is the responsibility of parents/carers to work with the school in helping foster positive attitudes and behaviour.

It is the expectation of school that all parents send their children to school with appropriate behaviour patterns that are conducive to learning. Support is available in school for any parent experiencing challenging pupil behaviour at home.

We believe good behaviour means that everyone in school is:

- careful and kind;
- polite and friendly;
- helpful to each other;
- quiet and hardworking;
- respectful and tolerant.

AIMS OF OUR POSITIVE BEHAVIOUR POLICY

This policy exists to provide a framework for supporting the aims of Ballyclare Primary School and ensuring the happiness of every individual in our community.

It will do this through:

- encouraging a calm, purposeful and happy atmosphere within school;
- helping our children develop into caring and thoughtful individuals who respect and value the feelings, opinions, beliefs, differences and property of others;

- encouraging increasing independence and self discipline so that each child learns to accept responsibility for their own behaviour;
- a consistent approach to behaviour throughout the school with parental/carer cooperation and involvement;
- helping our children develop appropriate self-esteem;
- encouraging our children to co-operate with one another and with adults in the school;
- helping create a positive and stimulating learning environment where positive attitudes and behaviour are encouraged and rewarded;
- helping work alongside parents to encourage our children to develop socially, personally, academically, morally and spiritually in preparation for a positive role in society;
- ensuring that everyone is clear about their role when managing children's behaviour;
- making the children aware of acceptable behaviour;
- allowing children equal opportunities to learn;
- allowing all adults in the school equal opportunities to fulfil their role;
- rewarding and encouraging positive behaviour;
- using sanctions where appropriate and in accordance with this policy.

ENCOURAGING POSITIVE BEHAVIOUR

We support positive behaviour and a positive environment through:

- a consistent approach by the whole school community;
- constructive whole school planning for PDMU;
- appreciating and following agreed codes of behaviour;
- encouraging our children to see themselves as a member of the school family and recognising their responsibility within this;
- developing the skills of co-operation and discussion;
- encouraging everyone to take care of and have respect for their own and each other's belongings;
- encouraging everyone to take pride in the environment;
- having a positive and consistent approach to playtimes and lunchtimes;
- creating a stimulating classroom environment;
- providing clear and positive learning experiences fairly and consistently;
- offering a broad and balanced curriculum that is well prepared, planned and stimulating;
- ensuring that the curriculum issues concerning organisation, methods of teaching and learning, content and differentiation are addressed.

We, at Ballyclare Primary School, believe it is vital that positive behaviour is rewarded through sets of rules, both in the classroom and around the school, and a reward system that is transparent to the pupils and is seen to be applied consistently and fairly.

CLASSROOM RULES

Each class will generate rules with the children so they have ownership of them. They can be couched in their own language but should broadly cover the following:

1. Following instructions.
2. Listening politely, without interruption, to others.
3. Being respectful and kind to each other.
4. Putting hands up to speak or contribute to class.
5. Staying in seats/classroom unless permission to leave has been given.

Classroom rules will be prominently displayed.

GOLDEN RULES

We expect all children to conform to the Golden Rules. Below is a copy of the Key Stage 1 and 2 rules. Foundation Stage Golden Rules are similar but articulated in more suitable language according to the age of the children.

DO.....

come to school each day on time
come to school with all you need
always give your best effort
respect other pupils
respect all school staff
play fairly and safely
respect our school and all property
be courteous to visitors
walk on the left in school

DON'T.....

miss school without good reason or be late
come to school ill prepared for your day
give less than your best
disrespect other pupils
disrespect school staff
play in a way that is unfair or unsafe
disrespect our school or any school property
be discourteous to visitors
run when we should walk

SCHOOL PLEDGE

We expect all children to conform to the School Pledge. Below is a copy of the Pledge.



OUR SCHOOL PLEDGE



**I pledge today to do my best,
In classwork, homework and all the rest.
I promise to obey the rules,
In all I do around our school.
I'll respect myself and others too,
expecting the best in all I do.
I'm here to learn, my best I'll be,
The Ballyclare Primary family are we!**



The School Pledge will be displayed prominently around the school and copies are available on request. The pledge is posted onto the school website as well as being circulated to parents via the Weekly Bulletin at the start of each school year. This will be enforced not only in class by the teacher but through assemblies and in focus weeks in school such as Anti- Bullying Week.

ROLES AND RESPONSIBILITIES

TEACHER

- The teacher (or responsible adult) is specifically responsible for the behaviour of the children in their class.
- They will ensure that classroom rules and the School Pledge are kept.
- The teacher will ensure their teaching is organised and in keeping with the statements in the learning and teaching policies.
- The teacher will be fully familiar with the children's needs and make every effort to be positive, motivational and inspiring – thus minimising the risk of poor behaviour during lessons.
- The teacher will be involved with any outside agencies working with families in his/ her care in consultation with the Principal.

- The teacher will carry out the contents of this policy in a fair and consistent manner.

THE PUPILS

The pupils have a vital role in ensuring that Ballyclare Primary school is a calm, peaceful, friendly and ordered environment where all feel free and supported in learning and teaching. Pupils are expected, with the support of school staff and from home, to adhere to the agreed classroom rules and the School Pledge. Through this they will:

- do their best and contribute to their own learning;
- treat all members of the school community with respect;
- treat all property and belongings with respect;
- be considerate of others;
- be mindful of the effects of their actions on others and on property.

PASTORAL CARE COORDINATOR

The Pastoral Care Coordinator, in conjunction with the Principal:

- will help and advise staff members with the delivery of the contents of this policy;
- will ensure that all staff are following the contents of this document;
- will ensure that all resources are available for the effective delivery of this policy;
- will hold regular meetings with parties concerned to review the effectiveness of this policy.

OTHER STAFF

- Other staff will ensure that they are fully aware of the contents of this document and their role in its delivery. All staff have a responsibility to ensure that a culture of positive behaviour exists in Ballyclare Primary School. Non-teaching staff will ensure that children move around the school in an orderly and disciplined manner and that the class and the classroom rules and School Pledge are being adhered to.
- Non-teaching staff will be accorded the same respect by the school community as that given to teachers.
- Non-teaching staff, on duty at break and lunch times, will ensure that they report any incidents of misbehaviour to the appropriate teacher.

THE PARENTS/CARERS

- Will celebrate their child's achievements with him/her and show an interest in their school life.
- Will ensure that their children are sent to school appropriately dressed in school uniform and in accordance with the rules of the school as laid out in the school prospectus.
- Will act promptly at the request of the school by letter or by telephone in the instance of a discipline or behaviour problem.
- Will work and support the school to improve children's behaviour.
- Will ensure that the child arrives at school on time and only on prior notice from home may the child be collected to leave early.
- Will ensure that the work given during exclusion is completed and returned to school.
- Will closely supervise their child during exclusion from school and not allow them to come within the vicinity of the school.

We expect parents/carers to behave in a reasonable and civilised manner to all school staff. Incidents of verbal or physical aggression to staff by parents/carers will be reported to the Principal who will take appropriate action.

If the school has to use reasonable sanctions against poor behaviour of a pupil, the parents/carers should be supportive of the school.

If a parent/carer has any concerns about how the school is dealing with their child in matters of behaviour, they should, in the first instance, discuss the matter with the class teacher. We operate an 'open door' policy with parents/carers and encourage informal 'chats' but parents should bear in mind in certain issues it is more appropriate to make an appointment to speak to the teacher at a mutually suitable time. If after speaking to the teacher the parent/carer is still concerned, the matter can be taken up with the Head of Year. If resolution still hasn't been achieved the matter can be referred to the Vice Principal/Principal. If the issue is still unresolved the parents/carers can write to the Chairperson of the Board of Governors. After the decision of the Board if the matter is still unresolved, it can be referred to the Northern Ireland Public Services Ombudsman (NIPSO). Fuller details are available from school upon request.

REWARDS

We at Ballyclare Primary School not only promote and teach positive behaviour and attitudes with our children, we also greatly value and reward them. The emphasis of this policy is on the positive and consistent reward of positive behaviour and attitudes.

All members of staff will recognise and celebrate positive behaviour and attitudes at all times around the school through informal praise. Wherever appropriate, children's best efforts will be celebrated through display and performance.

Each teacher will have their own system of class rewards which may be agreed across each year group.

Rewards may involve some of the following:

- verbal praise and smiling at children;
- verbal or written praise to parents/carers about their children;
- stickers/badges and stamps;
- Pupil of the Week Award;
- Group of the Week Award;
- Star of the Month Award;
- Best Handwriting Award;
- Star Speller;
- Problem Solver Award;
- class certificates;
- sending the pupil to other teachers/Head of Year/VP/Principal for reward or praise;
- special responsibility jobs for pupils;
- award of special privileges eg 'free time', 'special time';
- star charts;
- team points;
- individual points;
- individual/group prizes;
- Award of House Points and Certificates P4-7.

PUPIL OF THE WEEK/STAR OF THE MONTH AWARD

At the end of each week/month each teacher will chose a pupil to be the class's Pupil of the Week/Star of the Month. These awards will be given right through all the classes from P1-7.

The criteria used for Pupil of the Week/Star of the Month Award are as follows.

Children who show positive attitude towards:

- work – remembering class routines, homework, etc. making good progress;
- uniform – keeping neat and tidy. Respect for our school name;
- Class and School Rules – adhering to these rules and encouraging a good example to others;
- behaviour – self -discipline evident;

- peers/staff – making efforts to be a good example and friend to others. Showing kindness and helpfulness;
- *own Additional Needs – trying one’s best to improve at an expected rate;
- *development of social skills – active participation in extra curricular/team activities; determination and good sportsmanship.

*Only for pupils where these apply.

The pupil does not have to fulfil all these criteria to be chosen Pupil of the Week/Star of the Month but rather the teacher will use these criteria to choose the pupil who, in their opinion, has made a significant contribution in one or more of these areas.

Star of the Month awardees will be presented in assembly and their names will appear in the Weekly Bulletin. A record will be kept of those children who have achieved Pupil of the Week/Star of the Month and this record will be passed from teacher to teacher as the pupil proceeds through school. In that way, each teacher will be able to identify those pupils who have never achieved a Pupil of the Week/Star of the Month. The teacher will work with the pupil/s concerned to identify areas of improvement to hopefully have them achieve the Awards before they leave Ballyclare Primary School.

HOUSE SYSTEM – P4-7

Pupils on entering P4 will be allocated into one of four School Houses – Cunningham, Girvan, McIlroy or Percy. Pupils will be able to earn House points for a wide variety of positive behaviours and attitudes. Members of staff will be able to award five House points for instances such as:

- good manners being displayed;
 - being helpful to other pupils/members of staff;
 - good work in class or homework;
 - cooperating with others;
 - great performances in games/PE;
 - representing school at special events;
 - honesty;
 - great Buddy duty;
 - great use of class time;
 - using initiative
- etc.

The member of staff awarding the points will inform the pupil of their award and the reason and enter the child’s name in the House Points book.

Ten House points will be awarded by staff to pupils for a sustained period of positive behaviour or attitude using similar criteria to the award of five points. Pupils who are awarded ten points will receive a House Certificate which will be presented to them in assembly.

House points will be awarded at the end of each term for attendance at after school activities. In this way the educational, physical, social and emotional benefits of participation in after school activities will be recognised and encouraged with the children.

In June the Gawn Cup will be awarded to the House which has attained the most points during the year.

BUDDY SYSTEM

In recognition of their senior position in school and to help foster self discipline and a sense of responsibility, P7 pupils will be encouraged to join the school's Buddy System. As a Buddy, P7 pupils will be able to undertake different roles around the school assisting teachers and staff both inside and outside the classroom. Misbehaviour by a pupil can result in the withdrawal of that pupil from the system.

SANCTIONS

Although the emphasis of this policy is on encouraging and rewarding positive behaviour and attitudes, we at Ballyclare Primary School recognise that it may, at times, be necessary to employ a number of sanctions to enforce our class rules and School Pledge and to ensure a safe and positive learning environment. As with matters relating to reward, consistency and fairness are vital in the application of sanctions which should be appropriate to each situation.

When dealing with all forms of inappropriate behaviour, staff should employ the following strategies:

- be calm – children should be dealt with calmly and firmly referring to the behaviour and the action being taken;
- logical consequences – a logical consequence is a sanction that is proportional to and fits the misdemeanour. The first step is to stop the behaviour and the second step is to provide an action that recalls the rules, reinstates the limits and teaches alternative behaviour;
- fresh start – although persistent or serious misbehaviour needs recording, every child must feel that everyday is a fresh start.

LEVELS OF MISBEHAVIOUR

The school community has determined the following levels of misbehaviours, which will determine an appropriate response.

Low Level	Moderate Level	Serious Level
Fidgeting / fiddling Telling tales Late for school Dropping litter Noisy eg talking/shouting Failing to keep on task Leaving seats without permission Unkind/inappropriate remarks Bad language (one off) Time wasting Telling lies (one off) Running in corridors Pushing in line Chewing gum Borrowing without permission Leaving work area untidy	Consistently shouting out Poor effort Distracting others Poor attendance Unprepared for work (continuously) Non uniform Wearing jewellery Fighting/kicking Stealing Disregarding supervisors Threatening / aggressive behaviour Refusal to cooperate Telling lies (persistent)	Serious assault Vandalism eg damage to school property/graffiti Physical / verbal threats made to staff Use of or in possession of drugs / solvents Violent outbursts, verbal / physical Leaving school without permission

Sanctions may include:

- being spoken to by teacher/other staff member. This may take place outside the classroom in the corridor or cloakroom to protect pupils' privacy;
- being asked to repeat/complete work. This may be at home or during break/lunch time;
- spending time in another teacher/Head of Year/VP/Principal's office area. This may be to complete work or as a 'time out' to think about behaviour;
- loss of break/lunch time to consider/write out explanation of inappropriate behaviour;
- removal from playground due to inappropriate behaviour there;

If a pupil is not permitted to be outside during play time, they will spend the time in another teacher/ Head of Year/VP/Principal's office area.

Our school believes in making an apology in person/in writing when misbehaviour upsets another person/pupil.

Sanctions for poor behaviour in class will be agreed across each year group and these agreed sanctions will be made known to the pupils.

Parents will be contacted by the school in cases of serious misbehaviour where deemed necessary by the teacher/Pastoral Care Coordinator/Head of Year/VP/Principal.

For continual unacceptable behaviour or in the case of serious verbal or physical violence, the child may be excluded from school. This could take the form of fixed term exclusion, or on rare occasions, permanent exclusion.

SEN PUPILS

Some pupils with additional needs/diagnoses may need a behaviour plan in place. This will take account of the child's diagnosis and there will be an expectation that parents and school will work together to ensure behaviour in school is appropriate for a mainstream school classroom. The educational needs of all pupils will be paramount in all decisions made. A loss of learning due to the challenging behaviours of any child will not be permitted. Alternative learning arrangements may need to be actioned. Any child who physically/verbally abuses a member of staff will immediately be referred to the VP/Principal who will contact parents for home support/discipline to be put in place. Challenging behaviour that affects the wellbeing of any pupil or staff member will not be tolerated.

SUPPORT FOR STAFF

We, at Ballyclare Primary School, believe it is vital that staff feel supported and receive the appropriate training to deal with pupils with challenging behaviour. Where appropriate the SENCO and/or a member of the School Management Team will, in conjunction with the class teacher, ensure that an Action Plan/Individual Education Plan is put in place to support any pupil whose behaviour reflects significant learning or personal problems.

Where appropriate, the Pastoral Care Coordinator in conjunction with the Principal, will arrange for any training of staff deemed necessary in helping manage behaviour in school. The Pastoral Care Coordinator will ensure that all staff are familiar with the contents of this policy.

MONITORING AND EVALUATION

Monitoring the effectiveness of the Positive Behaviour policy is the responsibility of the Pastoral Care Coordinator in conjunction with the Principal. This Positive Behaviour policy will be reviewed annually. It will be reviewed by the Pastoral Care Coordinator with the whole staff and as we value the input of the whole school community, parents and pupils will also be surveyed to gauge opinions on the effectiveness of the policy. After this consultation the reviewed draft policy will be brought to the Board of Governors for approval.

BALLYCLARE PRIMARY SCHOOL UNIFORM CODE

FOUNDATION STAGE P1-2

White polo shirt

Red school sweat shirt (or red school cardigan - girls)

Grey trousers for boys

Grey skirts for girls
playsuits)

Black shoes (low heel)

White socks/plain black tights for girls

Grey socks for boys

Summer Alternative

Grey tailored long shorts for boys

Red gingham dress for girls (not

(red cardigan/school sweat shirt
may be worn with dress)

KSI P3-4

White short or long-sleeved school shirt

School tie – elasticated

Red school sweat shirt (or red school cardigan - girls)

Grey trousers for boys

Grey skirt for girls
playsuits)

Black shoes (low heel)
shirt)

White socks/plain black tights for girls

Grey socks for boys

Summer Alternative

Grey tailored long shorts for boys

Red gingham dress for girls (not

(red school cardigan/school sweat
shirt)
may be worn with dress)

KSII P5-7

White short or long-sleeved school shirt

School tie – elasticated/self-tying

Red school sweatshirt (or red school cardigan - girls)

Grey trousers for boys

Grey skirts for girls

Black shoes (low heel)
shirt,

White socks/plain black tights for girls

Summer Alternative

Grey tailored long shorts for boys

Red gingham dress for girls

(red school cardigan/school sweat

shirt,
may be worn with dress

Grey socks for boys

- supplier: Sport N' Sound)

Top button in collar should be fastened so ensure collars are of an appropriate size.
No 'slack' knots on ties.

PE Uniform is for P4-7 pupils. This consists of a plain white t-shirt/polo shirt, navy or black shorts or tracksuit bottoms and school sweatshirt.

To maintain our school standards, to ensure all pupils are treated equally by each other and to encourage respect for our school community:

- ◆ **All pupils are expected to come to school in the appropriate set uniform every day.**
- ◆ **No jewellery should be worn. No earrings to be worn by either boys or girls.**
- ◆ **All hair should be tied back from face, if long.**
Boys should have hair no longer than collar length.
Shaving of heads/designs and hair dye is not welcomed for any pupil.

** See our School Uniform Policy for any additional information.*