



# Hope View School

## Behaviour and Discipline Policy

### Introduction

Hope View School promotes preparation for responsible adulthood and has:

- A clear philosophy and explicit principles based on commonly-held values of personal development and progress, care for the individual, self-esteem and respect for others;
- A well organised, secure environment, conducive to learning healthy moral and social development
- A curriculum where high personal achievement is a priority
- A smart uniform for all pupils

This policy is intended to enable pupils, staff and parents/carers to have a clear understanding of all issues relating to behaviour and discipline. It is hoped that this will enable the school to promote among pupils self discipline and proper regard for the school's authority while at the same time encouraging good behaviour and respect for others.

### Pupils' Behaviour

At Hope View School, pupils are expected to be pleasant and responsible members of the school community who come to school in a positive, motivated frame of mind, ready and equipped to learn. There is a clear "Code for Pupil Behaviour." The school has high expectations of all pupils in terms of their behaviour and work.

The following extract is from the "Code for Pupil Behaviour":

**The most important rule for all pupils is that you act with kindness, thoughtfulness, consideration, courtesy and politeness to each other and to staff and visitors.**

Other expectations are that:

*You always try to understand other people's point of view:*

- This means that everyone has the right to expect to be treated reasonably by others, with fairness, tolerance, respect and understanding. Examples of unreasonable behaviour which should be avoided include making unkind comments, giving unpleasant looks, making threats or pushing other pupils.
- You make it as easy as possible in class for everyone to learn and for the teacher to teach.

This means:

- Arriving on time

- Bringing with you the things you need for your work
- Listening carefully and not interrupting
- Following instructions
- Being quiet and sensible
- Always doing as asked by a member of staff without arguing and accepting teachers' judgements
- Completing class work and homework conscientiously
- You move quietly, calmly and safely about the school not running, pushing, shouting or whistling.

*You keep the school clean and tidy, so that it is a welcoming place we can all be proud of.*

This means:

- Putting litter in bins
- Keeping walls and furniture clean and unmarked
- Taking great care of displays of other people's work
- Not eating or drinking in corridors or classrooms or between lessons

*You maintain a high standard of behaviour and appearance wherever you are in school or representing the school.*

This means:

- Wearing your proper uniform as required
- Behaving sensibly during lessons and at breaks and lunchtimes
- Setting good standards of behaviour on the way to and home from school
- Behaving sensibly on visits

### **Code of Acceptable Behaviour**

The Code for Pupil Behaviour summarises the school's expectations of pupils. At the same time, it recognises that all staff are important role models for pupils to follow in terms of good manners, courtesy and social behaviour.

The following is the Code of Acceptable Behaviour

#### **General**

1. Staff will speak to you courteously; you should speak to staff politely and courteously at all times.
2. Remember that a member of staff who speaks to you about anything which is wrong is perfectly right not to ignore whatever is wrong.
3. Remember not to interrupt if a teacher is talking to someone else or talking to you.
4. Come to school smartly dressed in your full uniform worn in the appropriate manner.
5. Remember to explain to a member of staff if you have a temporary, unavoidable problem with items of clothing or footwear for your school uniform.
6. A member of staff has the right to confiscate personal items, such as clothing, mobile phones or other electronic devices, jewellery or personal stereos which

- should not be in school or have not been handed in as part of the daily morning routine.
7. Complete any sanctions you may be given without question and accept the judgement of members of staff.

### **To each other**

1. You must act with kindness, thoughtfulness, consideration, courtesy and politeness to each other and to staff and visitors.
2. Do not push others, nor punch, kick, hit, spit at or use any form of violence.
3. Do not be unkind in things that are said, such as name calling, taunting, using threats, making unkind comments, teasing or spreading rumours.
4. Make sure that you do not exclude others from discussions, activities or from being a member of a group.
5. Never steal nor damage property belonging to others.
6. Do not intimidate others or force them to hand over money or belongings.
7. Never make racist taunts, comments or gestures.

### **In the Classroom.**

1. Be on time for the lesson and enter when you are asked to do so by your teacher.
2. Walk in quietly and stand behind your place to show you are ready for the lesson to begin.
3. Sit down when asked to do so and get out the equipment needed for the lesson, make sure you are quiet and sensible throughout the lesson.
4. Listen carefully to what your teacher tells to do, following all instructions given to you and do not interrupt or argue with the teacher.
5. If you need help or do not understand put your hand up and wait patiently for the teacher or teaching assistant to come to you.
6. If your teacher asks you to sit in a different place, you must do so without question; it is the teacher's job to organise the classroom in the best way to help you to learn.
7. If you come in late, enter quietly and apologise, just as a well-mannered adult would do. Explain why you are late.
8. Only move from your place if that is part of the activity in the classroom. Otherwise you should only move with permission.
9. Obviously you are in class to work and learn; eating and drinking in classrooms is inappropriate unless it is part of class activity organised by a teacher.
10. Remember that your teacher organises activities in the classroom; do not pack away until told to do so by the teacher.
11. Any teacher can ask you to remain behind at the end of a lesson for a minute or two, for the whole of morning break or during the lunch hour or for up to a 30 minute detention.
12. At the end of the lesson leave quietly and move swiftly to your next lesson.

### **Around the school and outside**

1. Walk around the school; it is safer and calmer to do so. Always behave sensibly, do not shout, whistle or push other pupils.

2. Be aware of other pupils when you are playing, riding bicycles or go karts, or running as part of a game on the playground or field.
3. Any activity which is considered harmful to your or to others is not permitted. This includes any form of aggressive action or language.
4. Smoking is forbidden and if you are in possession of cigarettes, tobacco, matches, a lighter or anything considered potentially dangerous, you should expect to have the item/s confiscated.
5. You are not allowed to bring any sort of aerosol cans into school.
6. Remember to save snacks and sweets for break and lunch hours.
7. Always use the bins that are available for litter; look after your school.
8. At lunchtimes sit sensibly at the tables. Clear away as you leave; wrappers, containers and food should not be left on the floor.
9. Look after your school by making sure that walls and furniture are kept clean and unmarked and that displays are taken care of.
10. Remember that all staff linked to the school have the same authority as teachers. All adults should be treated respectfully and politely.
11. You may not leave the school premises at any time during the school day unless supervised by a member of staff.
12. When you are travelling to and from school, you are expected to conform to all school rules including the uniform code and to behave in a sensible and courteous manner.
13. Report any damage that takes place and look after your school.

### **Sanctions**

It is hoped that staff and parents/carers of Hope View pupils will work together for the total academic and social education of the child. This involves adherence to the rules of the school and society. Pupils who fail to conform will, unfortunately, need to be sanctioned in line with the school's Rewards and Sanctions Policy.

### **Rewards**

Hope View School has high expectations of its pupils, all of whom should try hard to value their own achievements both in and out of the classroom. To encourage them a reward system operates throughout the school. Full details of which can be found in the school's Rewards and Sanctions Policy.

### **Equality and Diversity**

Hope View School is committed to equality of opportunity for all pupils and staff in which people treat each other with mutual respect, regardless of: age, disability, family responsibility, marital status, race, colour, ethnicity, nationality, religion or belief, gender, gender identity, transgender, sexual orientation, trade union activity or unrelated criminal convictions. We strive to educate, promote and celebrate the wider diversity of society within our school community.

### **Related Policies:**

**Rewards and Sanctions Policy**

**Anti Bullying Policy**

**Safeguarding Policy**

**Travel Policy**

**Policy Review Date: August 2019**  
**Responsible Person: Mrs C Lorne**