



## **HOPE VIEW SCHOOL**

### **REWARDS AND SANCTIONS POLICY**

At Hope View School all staff will maintain a consistent approach towards behaviour management and we will adopt procedures and practices that will help the pupils learn how to behave appropriately, and the staff will provide good examples of behaviour in their dealing with adults and children

#### **All Staff**

- Must treat all pupils equally, irrespective of gender, race or religion
- Must be aware of home background, culture, race and language when issuing sanctions
- Play an active part in building up a sense of community and will apply consistently the agreed standards of behaviour
- Have a responsibility to model the type of behaviour that is felt to be acceptable and act as role models
- Will follow the school rules consistently
- Will be alert to signs of bullying and racial and sexual harassment, dealing with it firmly and ensuring that the Head Teacher and other staff members are alerted to such problems
- Will deal sensitively with pupils in distress, will listen to them and deal with any incident appropriately
- Will support each other in maintaining good classroom management and show sensitivity to others' needs and difficulties self-esteem. Promoting self-esteem is considered to be an important element in establishing good behaviour.

#### **Staff will:**

- Recognise the pupil's achievements, academic or otherwise
- Ensure that rewards are accessible to all pupils
- Acknowledge achievements and foster a sense of community in the weekly whole school assembly
- Encourage pupils to share their achievement with the Head Teacher, their parents and other pupils
- Display examples of pupils' work and achievements in the classrooms and around the school

Everyone is encouraged to feel a sense of ownership for the school and grounds, ensuring that they take care of the school premises and property:

- Staff display pupil's work to a high standard
- The building is expected to be kept clean and tidy
- The grounds are expected to be kept litter free and well maintained
- The pupils are encouraged to take care with school equipment, books and toys
- The pupils are encouraged to maintain a clean and tidy and environment
- Any damage or graffiti is addressed promptly.

## **Rewards**

It has long been established that the most effective way of enabling pupils to behave properly is by positive reinforcement. By praising and rewarding positive behaviour, others will be encouraged to act similarly. Pupils should always be praised for good and considerate behaviour. Praise will be given by:

- Frequent use of encouraging language and gesture including thanking a pupil who has worked hard, helped out etc.
- Class teachers acknowledging a pupil's willingness to behave well or work hard by giving stickers.
- Showing good work to the Head Teacher and other members of staff who will give stickers
- The staff will share with parents the pupil's achievement and good behaviour
- Rewarding pupils each week and at the end of term through the school's Behaviour Points System.
- House Points can be awarded for house events, good work and any other work related activities where staff feel that this is an appropriate rewards. These points contribute towards the House Cup which is awarded at the end of year Awards Ceremony to the House with the most points.
- At the end of the school year through the Awards Ceremony for attendance, subjects specific progress including reading, writing, numeracy etc.
- Occasionally monetary rewards will be given. Parental consent is sought when a pupil joins the school for this type of reward.
- Staff may reward pupils with sweets or a favourite type of food or visit to the local café as long as parents/carers have given permission.
- Through off site visits. This can be organised in advance or can be on the spur of the moment and may include a visit to the local shops so that a pupil can be rewarded through the purchase of an appropriate item of his choice.

## **Behaviour Points System**

Pupils are awarded points on a daily basis from the time they arrive to when they leave at the end of the school days. Points are awarded for good behaviour including, staying in seat during lessons, not speaking at inappropriate times, behaving well during lunch and break times and generally throughout the school day. A maximum of 5 points can be awarded for each session with the expected pass mark being 4 points. A comment is recorded on the sheet for each session. At the end of each week, points are totalled up and feedback is given to all pupils, by the Deputy Head or Pastoral Manager during behaviour management time on a Monday morning. There is a set pass mark each week which pupils are expected to reach. Sanctions may be awarded when a pupil has consistently behaved poorly; equally rewards are given for high levels of performance. At the end of each term, the three pupils with the highest number of points over the term, receive a voucher.

## **Sanctions**

Disciplinary sanctions are actions which aim to make clear the boundaries of acceptable behaviour to the pupil and the school community. Sanctions are never cumulative and must never humiliate the child. They are designed in such a way that the children learn from their mistakes and understand the consequence of their actions.

At Hope View School sanctions will be imposed for the following:

- Uncooperative behaviour
- Biting, spitting, hitting and kicking, pushing etc.
- Foul language and swearing
- Making unkind remarks
- Damaging property
- Answering back, rudeness or aggression to adults in the school
- Untruthful statements
- Stealing
- Racist and sexist comments
- Bullying
- Anti-social behaviour

Unacceptable behaviour is not tolerated in any form. Every incident is investigated immediately; where there is a victim he is given support.

Hope View School ensures that all sanctions are fair and proportionate to the circumstances and the case. Staff will take into account the pupils' individual needs and circumstances when applying the school's sanctions policy; for example:

- special educational needs,

- language and cultural differences which could be wrongly perceived as insolence
- Pupils with emotional difficulties due to family circumstances.

The school's range of sanctions is listed below. However, it should be borne in mind that the school's positive expectations of pupils place a strong emphasis on encouragement and expecting positive and co-operative behaviour; the co-operation of parents/carers will be sought to modify poor behaviour.

The aim is for Hope View pupils to live and work in a happy, friendly and courteous atmosphere. The discipline of the school is intended to support its pupils so that they are able to learn without distraction or interference. The school recognises discipline as important and necessary. Criticism and punishment will be directed towards the act of misbehaviour or failure to meet requirements rather than implied condemnation of a pupil. The pupil will be encouraged to work on targets for improvement.

### **Reprimand**

Staff may give a quiet, succinct reminder of agreed standards, or a clear explanation, leaving the pupil with an understanding of the standards expected.

### **Personal detention**

Even a short detention during break can establish a teacher's authority and make the point clear to a pupil; it is a direct and immediate technique. A 15-30 minute detention can be held by teachers during the lunch hour.

Personal detentions can be used as an opportunity to converse with the pupil and re-establish a working relationship.

### **After School Detention**

Parents/Carers will be contacted to seek permission for the pupil to remain after school for one hour to complete a detention. After school detentions must only be set after consultation with a member of senior staff and where personal detentions have been tried on at least two previous occasions.

### **Removal of Privileges**

Certain privileges are afforded pupils. These can be withdrawn as part of the sanctions system.

### **Rural Studies**

A pupil can be placed on the Rural Studies programme for the day. This involves going for a walk in the local area with the Senior Teaching Assistant and is an opportunity to discuss and reflect upon negative behaviour away from the school site.

## **Referral to Senior Leadership**

Pupil can be referred to a member of the Senior Leadership Team and placed On Report to monitor behaviour or performance for a specified time period, this can be under the supervision of the senior leader particularly if the pupil's behaviour is disruptive to the learning of others.

## **Behaviour Contract**

If it becomes clear that the aforementioned sanctions are not proving successful, the Headteacher may decide to place the pupil on a Behaviour Contract. This involves a meeting with parents/carers where targets are set to support the pupil in working towards improving their behaviour. The pupil is placed on Red Report and is allocated a mentor (usually a teaching assistant who teacher with whom they share a positive relationship) who will meet with them twice daily to review their report. The mentor makes a daily telephone call to report on progress. Meetings are convened either fortnightly or monthly to review the pupil's progress with a view to them finally meeting targets and being taken off the contract.

## **Parental Contact**

If there is a continuing issue with a pupil's behaviour, parents/carers will be invited into school to discuss strategies to support the pupil and school in order to bring about the required change.

## **Exclusion**

As a last resort, "Time out" for a fixed period of time may be given to a pupil. (See Exclusions Policy)

## **The Use of Reasonable Force**

All staff are trained to use appropriate methods of reasonable force in order to prevent a pupil from doing or continuing to do any of the following:

- Committing a criminal offence
- Injuring themselves or others
- Causing damage to property (including their own)
- Engaging in behaviour prejudicial to maintaining good order and discipline at the school.

The staff of Hope View School will endeavour to use other methods to resolve situations before resorting to physical intervention.

## **Confiscation of the Pupil's Property**

Occasionally pupils will bring to school inappropriate items which do not lend themselves to maintaining an environment conducive to learning, or pose a risk to themselves or others.

These will be removed from the pupil and returned to the parent via the taxi driver at the end of the school day with a verbal reminder that the item is not to be brought into school.

### **Recording of Sanctions and Rewards:**

Sanctions for Serious Misbehaviour and information relating to significant rewards are recorded on SIMS and parents/carers informed at the end of the school day.

### **Related Policies:**

**Behaviour and Discipline Policy**

**Anti Bullying Policy**

**Safeguarding Policy**

**Travel Policy**

**Educational Visits and Learning Outside the Classroom Policy**

**Policy Review Date: September 2020**

**Responsible Person: Mrs C Lorne**