



Kingsley

BEHAVIOUR, REWARDS & SANCTIONS POLICY – PREP & EYFS

This policy covers all age groups within the School, including EYFS

Governors' Committee normally reviewing policy	E & B
Date policy formally approved by Governors	February 2018
Period of review	3 years
Review date	February 2021

Person responsible for monitoring implementation and effectiveness of the policy	Prep School Head
Other relevant policies	





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KINGSLEY PREP SCHOOL

BEHAVIOUR, REWARDS & SANCTIONS POLICY

Policy note: This policy should be read in conjunction with the School Code of Conduct.

Rationale

In all aspects of school life the following principles are followed:

1. Good behaviour is based on common sense and Christian principles.
2. We aim to provide a supportive and safe environment for the pupils in which they feel able to fulfill all aspects of their spiritual, moral, social and cultural development.
3. The development of pupil's independence, self-esteem and self-confidence is central to our aims.
4. The need for good discipline is essential if we are to achieve our aims for the pupils and if we are to ensure the health and safety of all members of the school community.
5. It is hoped that standards expected by staff and parents are the same and therefore the school expects backing from parents on matters of discipline.
6. Mutual respect between staff, parents and pupils is expected and therefore the encouragement and reinforcement of good behaviour are essential both at school and in the home.
7. Pupils are expected to develop a respect for others, themselves, for property, the school and the wider community and good manners are encouraged as a way to achieve this respect.

Guidelines

1. School rules are based on common sense and there is no exhaustive list written down. Quiet is expected at certain times e.g. in line-ups, assemblies and lessons. People should walk in a safe manner around school buildings.
2. The following behaviour is also expected:
 - (a) Outstanding behavior in lessons





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- (b) Respect for others
 - (c) Respect for all property
 - (d) Wearing correct uniform at all times, including the correct PE kit
3. Pupils will be made aware of rules, as they arise (often in Assembly) and they will be expected to act within these rules.
 4. Where sanctions are necessary at school, then they will be appropriate and in proportion to the offence, carried out as soon as possible, so that the child may "wipe the slate clean" and helped to use strategies for a fresh start.
 5. Any member of staff dealing with a behaviour incident will make a note of it on 3Sys, or in special circumstances, a child's own recording system. Serious incidents are noted on 3Sys by the Head and parents informed. Form Tutors will regularly review their 3Sys records to ensure that behaviour guidelines and support are in place for vulnerable children. Positive events should also be noted on 3Sys.

Rewards

We will always acknowledge good behaviour as this is clearly very motivational for the pupils. We want pupils to understand that good behaviour is valued and our commonest form of reward is praise, informal and formal, public and private.

We operate a range of more formal rewards, which include:

- House points
- Certificates presented in assembly
- Head's awards for outstanding achievements
- Weekly class award to be awarded to one or two students in celebration assembly
- Golden time

Sanctions

Criteria

- (a) Should be capable of being clearly understood by staff, pupils and parents.
- (b) Should be applied consistently





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- (c) Should be appropriate, i.e. match the offence and take into account age, circumstances etc.
- (d) Should have a deterrent and/or remedial value.
- (e) Should aim to raise standards and act as a support towards improvement.
- (f) Should be practical and enforceable in terms of the school situation and staff demands.
- (g) Should be progressive, i.e. have a follow-up in cases of reoccurrence

Action

1. Staff present at the time of infringements should deal with the problem appropriately and immediately.
2. Children will be sent to the Head for any extreme or persistent poor behaviour.
3. Pupils may be given "break detentions", i.e. made to stay at break, for breaching rules, particularly for offences at play times.
4. Parents will be informed about misdemeanors, if it is felt necessary.
5. In the case of persistent or extreme lapses of behaviour, the Head would contact parents for a discussion on the child's future welfare and any sanctions that may be necessary. Suspension or exclusion can be used, for serious incidents. This decision will always be made following discussion with the Head of the Senior School, Mr Pete Last.
6. The Head keeps a record of all incidents relating to poor behaviour.

Physical Restraint

Like all schools, we reserve the right for our staff to use reasonable force to control or restrain a pupil in specific circumstances. Please read the Kingsley School [Use of Force to Control or Restrain Pupils Policy](#) for guidelines.

Reviewed by Governors February 2018





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