



Longmeadow Primary School
Behaviour Policy

APPROVED BY GOVERNORS	September 2021
TO BE REVIEWED BY	September 2022

BEHAVIOUR BLUEPRINT FOR THE LONGMEADOW WAY



Our Three Rules (The 3 R's):

- Be Ready
- Be Responsible
- Be Respectful

Visible Consistencies (The Longmeadow Way):

- We meet and greet
- We follow up
- We support through being calm and consistent

RECOGNITION AND REWARDS:

- Marvellous Me
- Certificates and phone calls home
- Recognition board
- Role model and outstanding
- Awards assemblies

The 5 Pillars

- Calm, consistent adult behaviour
- Separating children from their behaviour
- Relentless routines
- First attention to positive behaviours
- Using reflect, repair, restore

Relentless Routines:

- Wear school uniform
- In lines when moving around the school in classes
- Walking when moving around school

30 second script:

I've noticed that.....

It was the rule about being ready / respectful / responsible that you've broken.

You have chosen to.....

Remember last week / yesterday / last lesson when you.....(discuss and frame positive behaviour)

That's the (child's name) I need to see now.

Thank you for listening.

Stepped Sanctions:

1. Reminder of rule
2. Warning
3. Last Chance
4. Time out
5. Restorative conversations

Restorative Conversations:

1. What happened?
2. What were you thinking at the time?
3. How does this make people feel?
4. Who has been affected?
5. How were they affected?
6. What could we do to put this right?
7. How can we do it differently in the future?



At Longmeadow we believe everyone has the right to feel safe. Feelings are feelings but behaviour is chosen.

OUR INTENT FOR BEHAVIOUR

At Longmeadow, we want everyone in our school community to display prosocial behaviours in and around our school. This is our aim for behaviours and attitudes at our school. We do this through using our Behaviour Blueprint for The Longmeadow Way (previous page).

We are committed to showing 'the Longmeadow Way' through:

Our Values: Learning, Passion and Success

Our Rules: Be Ready, Be Responsible, Be Respectful

FIVE PILLARS OF BEHAVIOUR

The five pillars of behaviour underpin all the work that we do:

- Calm, consistent adult behaviour
- Separating children from their behaviour
- Relentless routines
- First attention to positive behaviours
- Using reflect, repair, restore

VISIBLE CONSISTENCIES

At Longmeadow we subscribe to a set of visible consistencies that permeate our practice and inform our behaviour blueprint:

- we meet and greet
- we teach routines
- we support
- we build emotional currency and relationships
- we praise in public (PIP) and reprimand in private (RIP)
- we promote positive behaviour choices
- we offer positive school experiences to promote prosocial behaviours
- we level our behaviours and our consequences
- we promote self-regulation
- we follow up

CERTAINTY IN ADULT BEHAVIOUR

- Calm and consistent communication from all adults in the school
- Reminders of the high expectations of 'the Longmeadow Way'
- Use of scripted conversations
- Staff will not ignore or walk past pupils who are failing to meet expectations
- Remind the child of examples of their good behaviour and achievements
- Pass on and model the positive three school rules:
 - Be Ready
 - Be Responsible
 - Be Respectful
- Allowance of take up time
- Use of recognition boards in all lessons

MEMBERS OF STAFF WHO MANAGE BEHAVIOUR WELL

- Deliberately and persistently catch students doing the right thing and praise them in front of others
- Know their classes well and develop positive relationships with all students
- Relentlessly work to build mutual respect
- Remain calm and keep their emotion for when it is most appreciated by students
- Demonstrate unconditional care and compassion

RECOGNITION AND REWARDS

- Certificates sent home
- Marvellous Me
- Mrs Howley's Wonder Wall
- Positive phone calls made by members of school staff (2 per week minimum)
- Awards assemblies on Fridays (led by phase lead)
- Meet and greet the school community
- Meet children as part of Mrs Howley's (Headteacher's) Bonus Ball to gain their views
- Murphy time

Our Behaviour Approach

At Longmeadow, we seek prosocial behaviour choices from children, adults and our community. A prosocial behaviour is a positive interaction that allows a person to positively integrate into society. The reverse of this is anti-social behaviours. These are behaviour choices that are socially unacceptable.

We also understand that for some children following our behaviour expectations are beyond their developmental level. In this case, these children will have bespoke positive behaviour plans which may include rewards to reinforce positive behaviour.

Adult Strategies to Develop Excellent Behaviour

IDENTIFY the behaviour we expect

Explicitly TEACH behaviour

MODEL the behaviour we are expecting

PRACTISE behaviour

NOTICE excellent behaviour

CREATE conditions for excellent behaviour

Prosocial Behaviours

Please see appendix 2 of this policy (level 0) for examples of prosocial behaviours. This is not an exhaustive list.

Anti-social Behaviours

Please see appendix 2 of this policy (levels 1 to 5) for examples of anti-social behaviours. This is not an exhaustive list.

Zones of Regulation

Autumn Term 2021, Longmeadow staff will undergo training for Zones of Regulation. This is a whole school approach, which will be embedded into our curriculum. It teaches children to self-identify how they are feeling and categorise it based on a colour. Once a colour has been identified, pupils will be able to use strategies to help them cope and manage their emotions, thinking patterns and sensory needs.

Behaviour off of School Site

Subject to the school's behaviour policy, the teacher may apply a consequence to a pupil for any anti-social behaviour when the child is:

- taking part in any school-organised or a school-related activity or
- travelling to or from school or
- wearing school uniform
- or in some other way identifiable as a pupil at the school

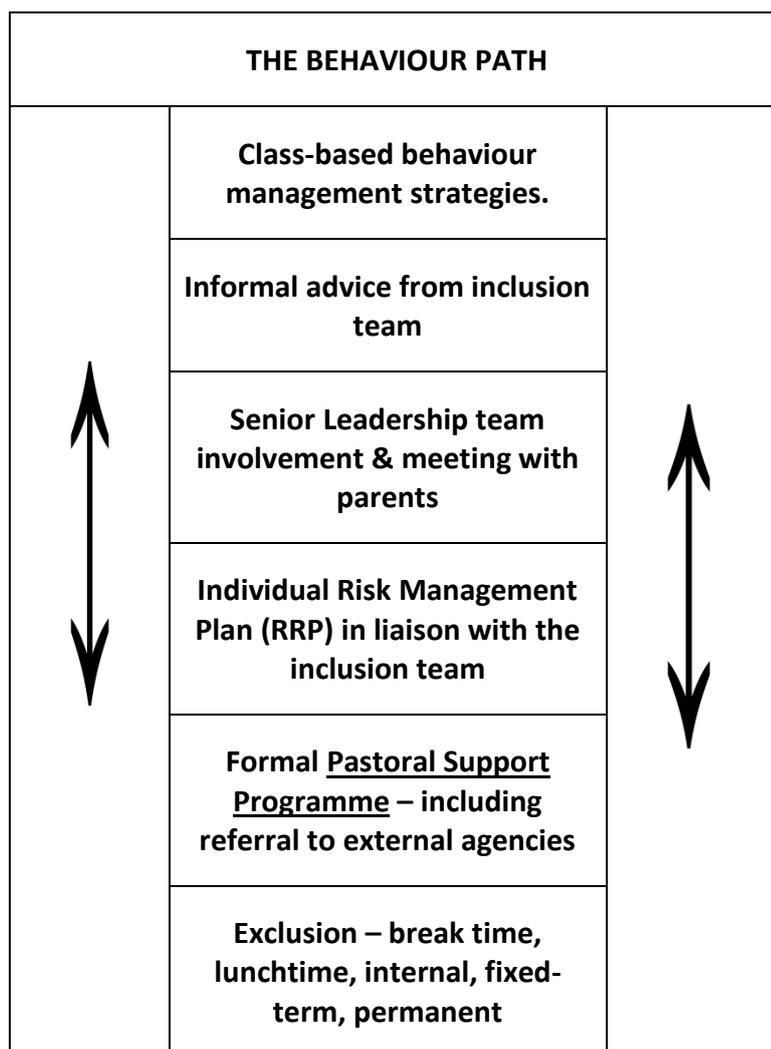
Or anti-social behaviour at any time, whether or not the conditions above apply, that:

- could have repercussions for the orderly running of the school or
- could adversely affect the reputation of the school

MANAGING ANIT-SOCIAL BEHAVIOUR – THE BEHAVIOUR PATHWAY

A simple 'Behaviour Pathway' has been developed so that all staff can clearly identify how to respond to behaviour as it escalates/de-escalates. This is supplemented by a tiered support system.

The Longmeadow Way aims to provide the right support at the right time, in order to encourage prosocial behaviour choices and the best provision for children with a focus of reintegration. Staff, parents and pupils should all be aware of and refer to the behaviour pathway at all times to manage undesirable incidents of behaviour that occur in school.



SEVERE CLAUSE: This does not affect the Headteacher's right to take immediate action in the case of any serious incident.

SEVERE CLAUSE: DEALING WITH SERIOUSLY UNSAFE BEHAVIOURS

The safety of the children is paramount in all situations. Sometimes, staff must act quickly and decisively to stop a pupil's anti-social behaviour, such as serious fighting, vandalism, dangerous refusal to follow instruction, serious verbal abuse or persistently stopping the whole class from functioning. Where a child needs to be safely held, members of staff work within the guidance of our **Restraint and Restrictive Intervention Policy**, following the Herts Step On approach. In these cases, a pupil may lose the right to proceed through our tiered support system and the relevant support strategy will be applied immediately.

A Safety & Support Plan will be completed where there is evidence of ongoing risks of unsafe behaviours.

RECORDING INCIDENTS

Incidents are recorded when the behaviour has escalated beyond the point of normal classroom management techniques or has developed in frequency. It will always be recorded when the behaviour has escalated to a point where support from the Inclusion Team or Senior Leadership Team is required. The school uses an information management system (CPOMS) to record incidents in a consistent format.

Incidents which happen at lunchtime during supervision of a Midday Supervisor, will also be logged onto CPOMS.

EFFECTIVE LOGGING OF INCIDENTS

All staff will log necessary incidents ensuring that each log has;

- A clear description of what occurred. This will read unbiased.
- The use of the behaviour matrix to level the behaviour.
- Once behaviour is levelled, the staff member will apply and carry out a suitable consequence.

POLICY HISTORY / REVIEW

The governing body will monitor and review this policy annually in line with its annual policy review cycle. This policy was framed around behaviour carried out by Pivotal Education and training. It will be reviewed termly until policy and practice has become established.

Longmeadow's Tiered Support System

<p><u>Tier 1</u></p> <p>Class based behaviour management – class teacher and class TA. Adaptations to curriculum/environment/timetable. Mediation between pupils/parents. Use of school scripts/school behaviour policy/discussions with inclusion team. Class adults to complete behaviour observation form. Roots and Fruits/Anxiety Mapping completed with parents. Mostly Lv1 + Lv2 behaviours</p>	
<p><u>Tier 2</u></p> <p>Inclusion Team – Lv3 behaviours Risk Reduction Plan completed with parents. Use of scripts (from RRP). Observation and support from Inclusion Team (including behaviour observation form). Evidence of advice implemented. Tier 2 outreach.</p>	<p>Class Teacher involved;</p> <p>Clear CPOMS Chronology which shows support and strategies.</p>
<p><u>Tier 3</u></p> <p>Senior Leadership/Phase Leader involvement Tier 3 Pastoral Support Plan completed (to reduce the risk of exclusion). Tier 3 outreach. Parental involvement essential. External agencies referral (police etc.) Close monitoring from senior staff including regular meetings. 4 weekly PSP meeting (teacher to attend)</p>	<p>Parent Meetings</p>
<p><u>Tier 4</u></p> <p>Headteacher involved. Exclusion – fixed term/permanent. Tier 1/2/3 provision is in place and provision is strong. Mostly Lv5 behaviours. Safety and Support Plan/RAMP</p> <p>Longmeadow use exclusion to change provision for children and reintegrate. The school does not use exclusion as a punishment.</p>	

The school community should use the Behaviour Pathway, alongside the school's tiered support system to manage anti-social behaviour in school.

APPENDIX ONE – STAFF SCRIPTS

Staff Lanyards:

De-escalation script

Name.....

I can see something is wrong.

I am here to help.

Talk and I will listen.

Come with me and

30 Second Script

I've noticed that.....

It was the rule about being ready / respectful / responsible that you've broken.

You have chosen to.....

Remember last week / yesterday / last lesson when you.....(discuss and frame positive behaviour)

That's the (child's name) I need to see now.

Thank you for listening.

Displayed around school:

Positive phrasing

Stand by me

Put the pen on the table

Walk in the corridor

Switch the computer screen off

Walk with me to the library

Stay seated in your chair

Negative phrasing

Stop being silly

Be good

Don't throw the pen

Stop running

Don't talk to me like that!

Calm down

Limited choice

Where shall we talk, here or in the library?

Put the pen on the table or in the box

I am making a drink, orange or lemon?

Are you going to sit on your own or with the group?

Are you starting your work with the words or a picture?

APPENDIX TWO – BEHAVIOUR HIERARCHY CHART

		Level 0	Level 1	Level 2	Level 3	Level 4	Level 5	
		Prosocial Behaviours		Anti-Social Behaviours				
BEHAVIOUR DESCRIPTOR	TIER 1	Ready – Responsible – Respectful		TIER 1	TIER 1	TIER 2	TIER 3	TIER 4
	REFUSAL	Sitting respectfully Listening / Participating Following instructions Being in register order Being honest Wearing correct uniform Following the 3 Rs		Not sitting on chairs properly Not listening Making a poor effort Not following uniform policy	Initial refusal to follow an instruction Wandering around classroom Telling lies directly to an adult to exonerate yourself	Leaving the classroom without permission, but staying within supervision of adults Refusing to do work/avoiding work Refusing to come out of toilets/hiding place Telling lies directly to an adult to get another in trouble	Leaving the classroom without permission, not staying within the supervision of adults Refusing to follow any instruction from any member of staff	Leaving the school site without permission
	VERBAL	Calm, indoors voice Positive / respectful language to others Manners Greeting others		Calling out Interrupting Inappropriate chattering	Answering back/ Interrupting rudely Swearing to make people laugh Name calling / Unkind remarks Insulting families or loved ones	Using language which offends others Swearing to release frustration/ Swearing under breath/indirectly	Swearing directly to intentionally hurt or abuse someone Racist, sexist and homophobic abuse as a singular incident	Serious verbal abuse Racist, sexist and homophobic abuse, taunting or harassment.
	DAMAGE	Caring / Showing respect to others and their property Treating the environment with respect		Interfering with the property of others Accidental damage to school or personal property	Defacing own work Minor deliberate damage to property Deliberately throwing or flicking small items	Defacing others' work Deliberately damaging school or personal property	Proven stealing of school or personal property Substantial damage to school property	Arson Serious deliberate damage to school or personal property
	DISRUPTION	Respecting others' right to learn / Listening carefully Praising friends' effort Reminding others to show the 3 Rs		Distracting others Fiddling with things Not sitting on carpet properly	Encouraging others to misbehave by laughing at their poor behaviour choice	Disrupting the class so that learning is affected Manipulating others to make a poor behaviour choice	Persistent, significant disruption to learning Using threats to force others to make poor behaviour choices Extortion	Persistent, significant disruption to learning despite numerous strategies engaged to de-escalate
	PHYSICAL	Respecting others' physical space Kind hands and feet Asking before touching		Unwanted physical contact: jostling, small pushes or shoves, poking, invading personal space.	Play-fighting, leaving an injury	Threatened violence Deliberate minor physical assault: including hitting, strangling, punching, pinching, kicking Spitting on things	Possession of an object that could be used intentionally to harm someone Serious fighting Deliberate serious physical assault: including hitting, strangling, punching, pinching, kicking Spitting at someone	Deliberate serious wounding Causing injury Sexual misconduct (Brooks tool)
	SUBSTANCE ABUSE							Smoking Alcohol or substance abuse Inappropriate use of prescribed drugs Possession of illegal drugs Drug dealing
	BULLYING	Acts of kindness Telling adults about others' unkind behaviour Respectful manners Helping others Including others in games Celebrating differences					Monitoring for bullying with regular targeted behaviour incidents from one child to another	Proven and persistent bullying
Reflect, repair, restore should be complete for all behaviour choices. Consequences should be decided with children during reflective discussions after de-escalation.								
POSSIBLE ACTIONS	<p>N.B. Action is decided by the adult to reflect the circumstances and behaviour.</p>		Adaptations and Mediation Non-verbal reminders – adult proximity, hand on shoulder, smile, thumbs up/down, frown 30 second script. Effective communication with parents.	Roots and Fruits Anxiety Mapping Controlled choices Do / Re-do work at another time Change of position in the classroom Loss of privileges, e.g. part of breaktime, lunchtime. (This is individual for different children.) Discussions with parents/inclusion team. Behaviour Observations.	Individual classroom resources, e.g. own table, individual timetable, calming space Parents MUST be informed Removal of privileges, e.g. miss break/club Removal from classroom Working restoratively / mediation Refer to Inclusion Team for support	Refer to external agencies (with SENCO) Formal meeting: parents and Phase Leader Internal exclusions No trips / parental supervision for trips Individual risk management plan Safety and support plan Changes to curriculum / timetable Possible part-timetable Possible increased adult support Structured lunchtime	External exclusions – fixed term or permanent Pastoral support plan Headteacher meeting with parents Formal recording with Herts CC	
RESTORATION	<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 30%;"> <p>Calming time with school dog Time with site manager Complete Learning Support Profile Analyse pupil's curriculum: provide significant differentiation Restorative practice Mediation between pupils Choice points Class assembly time / PSHE lessons</p> </div> <div style="width: 35%; text-align: center;"> <pre> graph LR A[Anxiety Mapping] --> B[Roots and Fruits] B --> C[Risk Reduction Plan] C --> D[Pastoral Support Plan] D --> E[Safety & Support Plan] </pre> </div> <div style="width: 30%;"> <p>Unpick pupils' environment, e.g. RAG-rate areas with them Pupil / group / classroom conferences Unpick school rules Pictorial representation of school expectations, e.g. Communicate in Print Parental conference Phase leader / headteacher assembly Collaborative behaviour contract Reflect, repair, restore with class teacher / TA Create posters / social stories</p> </div> </div>							

APPENDIX THREE – PHYSICAL RESTRAINT INFORMATION

Key Points

1. DEFINITIONS

Reasonable force' - actions involving a degree of physical contact with pupils; it can be used to prevent pupils from hurting themselves or others, damaging property, or causing disorder

'Force' can mean guiding a pupil to safety, breaking up a fight, or restraining a student to prevent violence or injury

'Reasonable in the circumstances' means using no more force than is needed

'Control' is either passive – e.g. standing between pupils, or active e.g. leading a pupil by the arm out of a classroom

'Restraint' means to hold back physically or to bring a pupil under control

2. THE LEGAL POSITION

Who can use reasonable force?

All members of school staff have a legal power to use reasonable force, and it can apply to other adults, e.g. unpaid volunteers or parents accompanying students on a school trip.

Staff should use their professional judgement of each situation to make a decision to physically intervene or not.

Staff should avoid causing injury, pain or humiliation, but in some cases it may not be possible. Schools do not require parental consent to use force on a pupil.

3. WHEN CAN PHYSICAL FORCE BE USED

Schools can use reasonable force to:

Remove disruptive pupils if they have refused to follow an instruction to leave

Prevent a pupil:

- a) who disrupts a school event, trip or visit
- b) leaving the classroom where this would risk their safety or disrupt others
- c) from attacking someone

Restrain a pupil at risk of harming themselves through physical outbursts

Schools cannot use force as a punishment – this is always unlawful.

The school will record all serious behaviour incidents on CPOMS