

CORNIST PARK SCHOOL FLINT



Behaviour, Anti-Bullying & Respecting Others Policy

Reviewed September 2019
To be reviewed annually thereafter
Spring 22

BEHAVIOUR POLICY

The Aims of this Policy are

- to encourage a calm, purposeful and happy atmosphere within the school
- to foster positive caring attitudes towards everyone where achievements at all levels are acknowledged and valued
- to encourage increasing independence and self-discipline so that each child learns to accept responsibility for his/her own behaviour
- to have a consistent approach to behaviour throughout the school with parental / carer co-operation and involvement
- to make boundaries of acceptable behaviour clear, and to ensure safety
- to raise awareness about appropriate behaviour in person and online (see e-Safety policy)
- to help pupils, staff parents and carers have a sense of direction and feeling of common purpose

Children's responsibilities are:

- to be READY, RESPECTFUL and SAFE at all times
- to work to the best of their abilities, and allow others to do the same
- to follow the instructions given by ALL school staff, regardless of their position or seniority
- to respect and take care of each other – treating others as you would wish to be treated yourself
- to take collective responsibility for our school environment and the property within it
- to co-operate appropriately with other children and adults
- to treat others with respect online (see e-Safety policy)
- to respect the agreements made in the pupil's acceptable use Policy re online safety and etiquette

The responsibility of ALL staff is:

- to be an exemplary role model of expected behaviours and conduct around school
- to promote the READY, RESPECTFUL and SAFE school rules
- to promote and model a growth mindset attitude towards learning
- to recognise appropriate behaviour with verbal praise
- to foster and model a KiVa ethos
- to treat all children fairly and with respect
- to raise children's self esteem and develop their full potential
- to provide a challenging and interesting and relevant curriculum
- to create a safe and pleasant environment, physically and emotionally.
- to use rules and sanctions clearly and consistently
- to form a good relationships with parents so that all children can see that the key adults in their lives share a common aim
- to recognise that each child is unique and to be aware of their individual needs
- to use circle time and KiVa sessions to reinforce positive relationships and mutual respect
- to respect the agreements made in the staff's Acceptable use Policy re online safety and etiquette
- to use pupil groups such as eCadets to encourage and promote positive behaviour in person and online and record any issues reported using online eSafety form stored centrally on Team Drive

The responsibilities of our Parents/ Carers are:

- to support the school's promotion of a positive growth mindset attitude towards learning
- to make children aware of appropriate behaviour in all situations and encourage them to take responsibility for their own actions
- to encourage independence and self-discipline
- to show an interest in all that the child does
- to foster good relationships with the school
- to be aware of the school rules and expectations - READY, RESPECTFUL, SAFE
- to respect the school's acceptable use Policy re online safety and etiquette

- to support the school in the implementation of this policy and to accept and work in unison with the school, on any occasion were incident/incidents involving their child's behaviour, needs addressing and resolving

Management of inappropriate behaviour:

It is expected that **ALL** staff take responsibility for promoting and role modelling positive behaviours through continual reinforcement of the school's '**READY, RESPECTFUL, SAFE**' approach.

Children will be expected to take responsibility for their own actions, accept the consequences and apologise as necessary. Behaviour will be dealt with in a discreet manner and consequences will **reflect the actions and individual needs of the child**.

A restorative dialogue must take place between pupils and staff, where all pupils are given the opportunity to reflect calmly on their behaviours, identify any wrong doing and discuss a way forward with their teacher for improvement.

These incidents will be logged by the class teacher and parents notified informally at the end of the day. Class behaviour logs will be regularly monitored by the Department staff and Deputy Head, who will take appropriate actions with any pupils who raise concern.

Any incidents of behaviour which have been dealt with by the SMT will be recorded on CPOMS.

FOUNDATION PHASE (Nursery –Yr 2) READY, RESPECTFUL, SAFE IS DISPLAYED IN ALL CLASSES

the **Ready Respectful Safe**, approach and language will be used to discuss any instances of unacceptable behaviours alongside the promotion of the **6 GOLDEN RULES** (Do be kind, Do be gentle, Do listen to others, Do work hard, Do be honest, Do look after property)

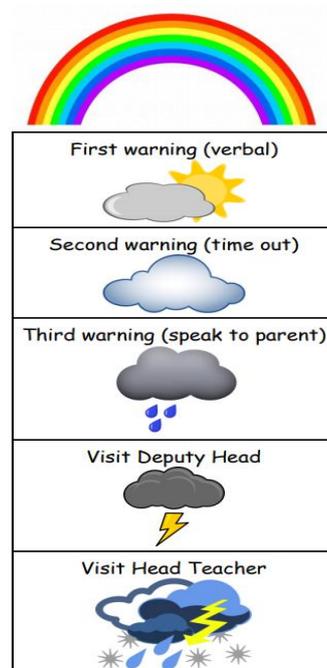
A series of age appropriate stories are also used as reference points to discuss behaviours in EY's

(Jenny Mosley – Golden Rules Series).

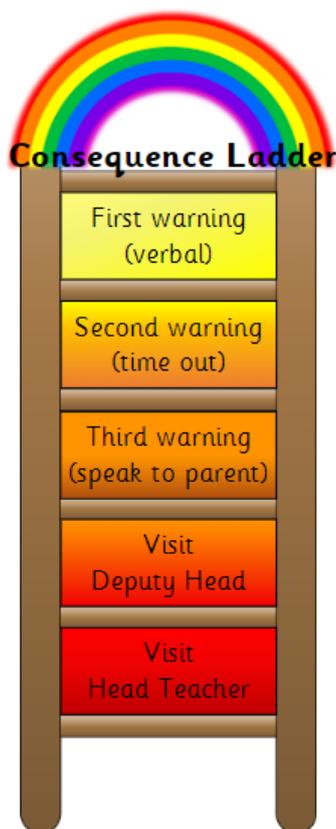
An umbrella visual is used to promote the good behaviours we expect in school and;

a consequence ladder for those who need reminding to follow the rules.

From their earliest days in school the children are taught to discuss incidents and accept any wrong choices. They are encouraged to apologise when necessary.



KEY STAGE 2 (Yrs 3 – 6)
READY, RESPECTFUL, SAFE IS DISPLAYED IN ALL CLASSES



A Consequence ladder is displayed in each class, used to challenge behaviours that do not reflect the 'Ready, Respectful, Safe' motto. For pupils who repeatedly challenge the rules, at the discretion of the teacher, the child may lose minutes of their playtime or 'Golden Time' on a Friday afternoon. (Ensure the ladder is clearly displayed in every classroom).

In the unlikely event of persistent unacceptable behaviour or if there is a serious one off incident, parents will be contacted and a meeting arranged with the Class Teacher / SMT to agree the best way forward. This may result in a pupil being internally excluded (isolated from the classroom for a short period). In some instances a specific behaviour plan may be drawn up and support from outside agencies following consultation with parents.

In Summary

The following steps are taken by the school when addressing inappropriate behaviour;
(In some instances, depending on the severity/ regularity of the incident, this procedure may well jump ahead)

1. Informal contact with parents by class teacher
2. Involvement of Department Head / ALNCO/ Deputy Head / Head
3. Formal contact with parents.
4. Personalised behaviour plan drawn up.
5. Involvement of outside agencies/ support
6. Internal exclusion which might include withdrawal from out of school activities ie trips, sports activities, residential visits, etc
7. Exclusion – temporary/permanent as set down by Welsh Office guidelines

Exclusion

Although it is rarely exercised, the school has a right to exclude any pupil who's **repeated, or one-off serious behaviours** deem it necessary and all other measures have been put in place to prevent them. Examples of behaviours that may result in a fixed term exclusion (ie, a short period of time away from school – usually between ½ and 5 days) include;

- Violence to staff or other pupils
- Serious disruptive/defiant behaviour
- Bullying
- Racial harassment

- Verbal abuse
- Threatening or dangerous behaviour
- Possession or use of a weapon
- Theft
- Damage to property

(As per Welsh Government guidelines)

*Staff recognise that all children are individual and **some** have unique behavioural needs. Therefore there will be occasions, where this will influence our professional judgement on the relevant consequence given. It must also be recognised that a child who may hold a medical diagnosis, can also be excluded if their behaviour is deemed a serious enough offence and they have not/are not responding to interventions or support being provided by the school*

Lunchtime / Breaktime Behaviour

In order to achieve consistency, the expectations of staff and pupils continue through into playtimes and lunchtimes. MDSA staff are expected to follow the same procedures as all other staff when dealing with inappropriate behaviours on the yard, listening carefully to both sides of an incident and using Restorative Dialogue with to defuse and resolve an issue.

All incidents are logged, and reported to class teacher at the end of lunchtime. More serious behaviour may result in pupils being removed from the yard and sent to a member of the SMT who will then decide on the next course of action.

Physical Restraint

Staff, other than those who have received the appropriate Manual Handling / Physical Restraint training are asked NOT to restrain a child unless the situation deems it necessary, to stop immediate physical danger to themselves, the child or others. If they do so, they must use the safest way possible to avoid hurt or injury to anyone involved ie reasonable force 'appropriate to the age, maturity understanding and capacity of the individual' (ref LA Restrictive physical intervention policy)

Pupils leaving the school premises without permission

If a child leaves the school premises without permission, staff should inform a member of SMT immediately, who will then follow the relevant protocol, ie contact to the local police and parents. School Staff are advised NOT to follow or to give chase to a child who absconds from the school grounds. However, dependant on the situation, individual child, age of child etc, staff may well go in pairs in an attempt to locate, retrieve and return the child safely to school, whilst admin staff make the relevant calls to parents / Police etc. When a child is returned to school Staff / Parents / Police will speak with the child, to ensure they understand the danger they have put themselves in and ensure they do not repeat the behaviour in the future.

Incidents occurring outside of school

At times we do receive reports from parents and neighbours of the school of episodes of inappropriate behaviour of our pupils in the community. The school cannot be responsible for, or deal with children's behaviours outside of school hours or whilst they are away from the school site. However, staff will alert pupils that a report has been made, so that they aware that we know and if the behaviours / issues continue in school, then actions to address this will be taken and parents contacted for support in

resolving such issues. If your child is involved in a serious verbal or physical attack out of school, this should also be reported to the Police.

Incidents occurring online

The school increasingly deals with a number of incidents that occur between pupils online on games, in chat rooms and on social media accounts. The school regularly teaches and reminds children of the appropriate age for accessing such material and the potential dangers that they place themselves in when they use online sites. Frequent lessons around online safety are provided in school, and pupil groups such as e-Cadets continue to promote online safety messages amongst their peers. As a school, we also spend time up skilling, advising and informing parents of the recommended ages for access to online platforms being used by their children, and request that parents either set parental controls and or check their children's digital devices regularly, to monitor their online behaviours (the school offers to assist with this if parents need help to do so). Screenshots should always be taken of abusive, offensive or inappropriate messages posted, serious breaches should be reported to and shared with the Police.

Please also refer to our Digital Acceptable Use Policies

Adult Behaviour on the school site

Thankfully incidents of inappropriate behaviour of adults on the school site are rare occurrences.

**All visitors to the school site are reminded that the school operates a
ZERO TOLERANCE POLICY OF THE ABUSE OF STAFF**

Failure to comply could result in an individual being barred from the school site.

Visitors are also reminded that they should **behave respectfully to one another** whilst on school premises. Any incidents of verbal or physical abuse on school premises will be reported to North Wales Police. Repeated examples / or a serious one off incident will result in a ban from entering the school grounds.

this rule also extends to parents / family members who might attend sporting / other public events at our or other schools

In order to support a peaceful and safe school environment the school cannot tolerate parents, guardians, carers and visitors exhibiting the following whilst on school premises and for communications involving use of email and social media:

- Disruptive behaviour which interferes or threatens to interfere with the operation of a classroom, staff member's office, office area or any other area of the school grounds including team matches
- Using loud and/or offensive language, swearing, cursing, using profane language or displaying anti-social behaviour
- Threatening to do actual bodily harm to a member of school staff, Governor, visitor, fellow parent/carer or pupil regardless of whether or not the behaviour constitutes a criminal offence
- Actual physical violence against any other person on school premises
- Damaging or destroying school property/threatening to damage or destroy property
- Abusive or threatening e-mails or text/voicemail/'phone messages or other written and/or electronic Communication

- Defamatory, offensive or derogatory comments regarding the school or any of the pupils/parent/staff at the school on Facebook or other social network sites

The school's main aim is to have positive, open, engaging and productive relationships with all families, so therefore asks that all concerns are brought to us at the earliest opportunity, to ensure a swift resolution can be found. Issues left over time and discussed on the playground rather than directly with us, rarely result in the most satisfactory outcome.



RESPECTING OTHERS & ANTI BULLYNG POLICY

Care should always be taken before identifying and describing children's behaviour as 'bullying'

DEFINITION OF BULLYING

(NCAB –National Centre Against Bullying);

Bullying is an **ongoing** and deliberate misuse of power in relationships through **repeated** verbal, physical and/or social behaviour that intends to cause physical, social and/or psychological harm. It can involve an individual or a group misusing their power, or perceived power, over one or more persons who feel unable to stop it from happening.

Bullying can happen in person or online, via various digital platforms and devices and it can be obvious (overt) or hidden (covert). Bullying behaviour is repeated, or has the potential to be repeated, over time (for example, through sharing of digital records).

Bullying of any form or for any reason can have immediate, medium and long-term effects on those involved, including bystanders.

Single incidents and conflict or fights between equals, whether in person or online, are **not defined as bullying**.

WHAT BULLYING IS NOT;

- single episodes of social rejection or dislike
- single episode acts of nastiness or spite
- random acts of aggression or intimidation
- mutual arguments, disagreements or fights.

These actions can cause great distress. However, they do not fit the definition of bullying and they're not examples of bullying unless someone is **deliberately and repeatedly doing them**.

AT OUR SCHOOL

Unfortunately bullying is a form of harassment that is ever present in all walks of life, communities, work places, and even in some instances within families. Schools' are no different and it would be a naive and dangerous view to think that bullying could never happen at our school. Therefore, what is vitally important, is that we as a school community (supported by parents and families), teach our children that although bullying exists, that it is totally unacceptable and that if it occurs at our school, then it will be dealt with swiftly to ensure it ceases and is resolved.

The aim of Cornist Park School is to develop a sense of well being, value, pride, self worth and empathy in every pupil. We seek to provide each child with the best possible education in a caring, supportive and safe environment, free from oppression, humiliation and abuse, ensuring that they have every opportunity to reach their full potential.

Working in partnership with parents and the wider school community, we wish Cornist Park School to be an orderly, caring school, where each pupil is free to learn and thrive in a secure atmosphere. Pupils are taught and then expected to take personal responsibility for their own actions and behaviours, in order to maintain a safe, welcoming and secure environment for themselves and their peers. A clearly set out code of behaviour helps us to achieve this goal.

The purpose of promoting, supporting and maintaining this policy is to guarantee that children feel safe, secure, confident and happy within our Cornist Park School environment and to understand that any concerns are addressed with care and consideration.

No parent ever wants to hear that their child is the victim, or the perpetrator of a bullying incident. As adults, we must remain calm, measured and united in our response to any possible incidents, ensuring a positive outcome for all involved and that children are left understanding that bullying in any form, is unacceptable and not to be tolerated.

AIMS

1. All members of the school community are expected to treat each other with consideration and respect.
2. Staff at Cornist Park School believe that bullying is wrong and can damage individual pupils. We therefore do all that we can to prevent bullying by developing a school ethos in which bullying is regarded as unacceptable.
3. We aim to produce a safe and secure environment where all can learn without anxiety.
4. We aim to produce a consistent 'whole school' response to any bullying incidents that may occur.
5. The Governors and Staff at Cornist Park School aim to ensure that all reported incidents of bullying are taken seriously, dealt with sensitively and followed up with necessary action and support.

OBJECTIVES OF THIS POLICY

1. All governors, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is /is not
2. All governors, staff, pupils and parents should know what the school policy is on bullying and follow it when bullying is reported.
3. As a school we will take bullying seriously. Pupils and parents should be assured that they will be supported when bullying is reported.

PROCEDURES

In dealing with bullying incidents, staff will observe five key principles:

1. Bullying will not be ignored.
2. Staff will not make premature assumptions.
3. All accounts of incidents will be listened to fairly.
4. A problem solving approach will be adopted, which encourages pupils to find solutions rather than simply justify their actions.
5. Staff will follow up reported incidents to check that bullying has not resumed.

All staff are encouraged to report any incidents of bullying to the class teacher and the Headteacher.

The member of staff dealing with the incident should then take the following action:

- A report should be written on a designated report form / Logged on CPOMS System.
- Make it clear to the victim that the school can help and that he/she will be supported.
- Reassure the pupil that it is not his/her fault that he/she has been bullied.
- Carry out a thorough investigation of the incident.
- Inform parents when a pupil continues to deliberately harm other pupils.
- Help the bully to change their behaviour.
- Continue to monitor closely and not to assume that the bullying has stopped.

WAYS TO COMBAT BULLYING

- Unambiguous school rules (school expectations) and a clear message of un-acceptance
- Mediation by peers / friends
- All classes engage in Circle Time activities each term during which pupils are encouraged to discuss any issues that concern them. Pupils are encouraged to inform staff if they are being bullied or know of someone else who is being bullied.
- KiVa (PSE anti bullying scheme) sessions and units of work are taught and reinforced regularly in KS2 Classes
- PSE Curriculum tackles issues of bullying and prejudice, including engagement with School / Police Liaison Service who regularly deliver face to face sessions on citizenship including digital etiquette and acceptable / unacceptable online behaviour
- Involvement of Behaviour Support Service if required
- Assertive Discipline Policy throughout the school
- Effective communication and resolution working between school, home and external agencies e.g. Education Social Worker, Police Community Liaison Officer, CAMHS, Action for Children, Barnardos, Young Peoples Counselling Service etc
- School based Nurture Group / 1-1 emotional sessions /

THE ROLE OF THE HEADTEACHER

It is the responsibility of the Headteacher to implement the school anti-bullying policy, to ensure that all staff are aware of the school policy and that it is reviewed annually. Ensure staff know how to deal with incidents of bullying consistently. The Head-teacher regularly reports to the Governing Body about the effectiveness of the anti-bullying policy.

The Headteacher ensures that all children know that bullying is wrong, and that it is unacceptable behaviour in this school. The Headteacher ensures that all staff are aware of and follow the agreed procedures to be actioned when an incident of bullying is reported.

The Headteacher sets the school climate of mutual support and praise for success, so making bullying less likely. When children feel they are important and belong to a friendly and welcoming school, bullying is far less likely to be part of their behaviour.

THE ROLE OF THE TEACHER

Teachers attempt to support all children in their class and to establish a climate of trust and respect for all. By praising, rewarding and celebrating the success of all children, we aim to prevent incidents of bullying.

Teachers at Cornist Park School take all forms of bullying seriously, and intervene to prevent incidents from taking place. If teachers witness an act of bullying, they do all they can to support the child who is being bullied and inform the Headteacher.

If a teacher becomes aware of any bullying taking place, the issue is dealt with immediately. This may involve counselling and support for the victim of the bullying, and sanctions for the child who has carried out the bullying. Time is spent talking to the child who has bullied to help him/her understand why the action was wrong. We also endeavour to help the child change their behaviour in future.

If a child is repeatedly involved in bullying other children, the Headteacher will discuss the situation with the child's parents. The Headteacher may also contact external support agencies such as the Behaviour Support Service and CAMHS to seek support for the child in order to avoid the ultimate sanction of exclusion.

THE ROLE OF PARENTS AND CARERS

Parents who are concerned that their child might be being bullied, or who suspect that their child may be the perpetrator of bullying, should contact the school immediately. Parents have a responsibility to support the school's anti-bullying policy and to actively encourage their child to be a positive member of the school community. If a parent or carer becomes concerned that their child is being bullied, they are advised to:

(Parental advice to potential victims of bullying)

- Encourage their child to talk about the problem
- Reassure their child of their support
- Explain that telling someone about the bullying was the right thing to do
- Try to listen calmly and not overreact
- Attempt to find out when and where the bullying takes place and who is involved
- Contact the school to discuss the problem
- Work with the school to support their child
- If the bullying takes place outside school, report the matter to the police
If the bullying occurs online, take screenshots of images / text

When a child has been bullying, or has been accused of bullying, the Headteacher will contact the parents to discuss the issues. The Headteacher will ask the parents to:

(Parental advice to potential perpetrators of bullying)

- Talk to their child and explain that bullying is unacceptable and makes others' lives very unhappy
- Show their child how to join in with others without bullying
- Talk to their child regularly about how things are going at school
- Give their child lots of praise and encouragement when they are being kind and considerate to Others

In both scenarios it is very important that children see and hear that home / school are working closely together to resolve such issues.

FORMAL ACTION

If pupils do not respond to preventative strategies to combat bullying, the school will take formal action to stop bullying behaviour. These sanctions are in line with the school's Behaviour Policy.

Sanctions will include:

- Removal from the group / class
- Withdrawal from break or lunchtime privileges
- Withdrawal from a forthcoming school trip or sports events (if these are not an essential part of the curriculum)
- Fixed term temporary exclusion
- Placement at alternative school site
- Permanent exclusion

MONITORING & REVIEW

This policy is monitored by the Headteacher, who reports to governors, via the Curriculum Sub Committee about the effectiveness of the policy. Governors examine the school's anti bullying logbook, and discuss the effectiveness of anti bullying strategies with the Headteacher. Governors analyse information with regard to gender, age and ethnic background of all children involved in bullying incidents.

Reviewed and amended by SMT & Staff Spring 2022

(ratified by Governing Body March 2022)

..... Chair of Governors

date;.....

Next review September 2022