



## CHRIST CHURCH CE PRIMARY SCHOOL

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# Policy for Behaviour and Discipline

**Original Policy Date:** October 2002

**Current Policy Date:** September 2018

**Date for Review** September 2019



## **VALUES**

The staff and Governors of Christ Church School believe that everyone is created in the image of God and is of infinite worth. We believe that children will not progress and thrive in an undisciplined environment.

## **AIMS**

We create a positive climate where children can learn, progress, feel valued and achieve their potential. Our aim is to develop a happy hardworking atmosphere based on mutual respect and trust. It is the responsibility of all school staff to actively promote the principles set out in this policy.

We are a caring Christian community, which is committed to:

- Endorsing mutual respect, positive encouragement, and participation
- Meeting the spiritual, educational, personal and social needs of all our children
- Providing the highest standards of education, learning and performance
- Maintaining a supportive partnership with parents, governors staff, parish, schools and the local community
- Supporting the professional development of staff.
- Promoting the principles of the Behaviour and Discipline Policy

**Whole School:** As a school community staff and Governors aim to teach the children about how they should behave towards others by our example to them and their example to each other and all school adults.

**Class:** The Governors expect that in each class the discipline plan will be taught so that all children have ownership of it.

**Parents:** The Governors expect that the Discipline Policy will be shared with parents who will then be able to support their children in the keeping of it.

**Equality of Opportunity:** We emphasise equal opportunities in all areas of school life and the importance of good relationships. We teach children how to behave using a specific behaviour plan. We will ensure that teachers identify and provide for pupils' special needs. (Ref. Special Needs Policy)

## **POLICY IMPLEMENTATION**

All school staff receives regular INSET training on Assertive Discipline. Central to this system of discipline is the expectation that teachers are here to teach and children are here to learn. Children are taught the rules and the appropriate behaviour in a systematic and explicit way.

All staff use a behaviour tracking sheet to monitor behaviour and ensure consistency. Children's behaviour and the strategies we use are reviewed each term.

All parents/carers receive a copy of their child's discipline plan to keep at home as a reminder. Their comments are invited during parent conferencing in the Autumn Term.

All support staff have meetings to review the behaviour plan in use during lunchtimes and playtimes.

## **RULES**

The following rules have been agreed at Christ Church School:

- Follow instructions given by all school adults
- Keep hands feet and objects to myself
- Never name call, tease or use bad language.

Specific directions will be taught for every activity undertaken. Behaviour narration is used to support the teaching of behaviour.

## **Supportive Feedback**

- Praise, naming the behaviour and why it is helpful.

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File path:

- daily class based rewards - certificates and positive messages home
- weekly rewards
- Whole class rewards, class celebrations
- Whole school assembly rewards
- Whole school team points

### **Corrective Action**

- Reminder
- Time out in own class (5 mins)
- Time out in colleague's class (10 mins)
- Child writes down the four reminders
- Child informs parents by phone call
- Involvement of Deputy Head or Headteacher
- Meeting with parents (leading to a behaviour contract)
- In the playground children are given a warning for inappropriate behaviour. If the problem persists, children are sent in to lunchtime supervision. The issue is recorded and class teachers notified. If the problem persists parents are informed by phone or in person and kept in contact until the problem is resolved.
- Behaviour Tracking Sheets and Behaviour Journals are used at playtimes and extended school provision. Children may be excluded from trips if their behaviour is not deemed safe.

### **Corrective Action – Play time**

- Not following instructions given by adults will result in a 3 day exclusion from the playground
- Fighting will result in a 5 day exclusion from the playground

Pupils will either read during this time or take part in a garden activity

### **Severe Clause**

- Any fighting, verbal abuse or bullying will mean parents will be contacted as soon as possible. (Preferably by phone). Children will be excluded from school for up to 5 days. Work will be provided.
- Drop down will occur if a child gets to stage four, three or more times in a week.
- Three phone calls in a week will result in an internal exclusion.
- If a child gets to stage four, three times in 3 weeks or less, a one to one meeting will take place with the child and parents will be asked to attend a meeting with the class teacher.
- Fighting in class will result in immediate exclusion.
- Racist or Bullying incidents in school or online will be recorded and dealt with as stated in the Anti-Bullying Policy.
- Persistent breaches of the school rules could result in a longer or permanent exclusions

### **Exclusion**

- Any child excluded will be supported back into school life and given a fresh start this may include a partial timetable or particular arrangements discussed with the child and their parents.

### **Certificates for attendance and punctuality.**

Every half term certificates will be given for 100% attendance and punctuality.

### **Instructions to be included in taught directions.**

- Always speak politely to everyone
- Help to keep our school clean and tidy
- No running indoors (except in supervised PE lessons)
- No climbing on anything other than PE apparatus
- Children are expected to move around the school in a calm orderly manner

- No child may go home during school time without the Headteacher or deputy Headteacher, having obtained permission from the parent / carer.
- Parents should send a note if children are to be allowed out of school for medical appointments.
- Sweets, chocolate or chewing gum may not be brought to school or toys except when the teacher has specifically allowed them.
- Jewellery is not allowed in school.
- Trainers are only worn for PE
- The only reasons money may be brought to school are for dinner money, money for outings, clubs, charity money or other similar occasions as requested by the school.
- Pet dogs are not allowed on the premises or grounds of the school
- Children are allowed in the school building at dinner time if they have a lunch time card
- Children should make sure their name is written on as many items of their clothing as possible
- Children must remember to bring their PE kit on the appropriate days.
- Children going swimming must remember to bring their swimming kit on the appropriate day

### **Information for Parents/Carers**

- Children are always supervised at breaks and during lunchtime but are not the responsibility of staff before or after school unless parents have made specific arrangements with individuals, or clubs, or outings are taking place.
- Children should not be left at school before 8.40am unless attending Breakfast Club.
- Children should be collected promptly either at 3.30pm or specified time if attending After School Club or other similar after school activity

### **Effective teaching to be used at Christ Church School**

*Supportive feedback and encouragement* are the main ways in which we create a positive ethos. Children are rewarded for positive achievements. Team points are given generously and we explain to the children why we think they have done so well.

- We praise children in the classroom and at assemblies for good choices and model behaviour.
- We celebrate children's good work, behaviour progress etc. at assemblies.
- We make displays of children's work and record other achievements (e.g. in the Newsletter and on the website)
- Teachers send children to the Head teacher with pieces of work or good news to be celebrated.
- All adults in the school community are encouraged to praise the children and recognise all different kinds of achievement.
- The involvement of all the staff in creating a positive environment is essential. Adults in the school are expected to be courteous, friendly, helpful and caring towards the children and the children are expected to respond in like manner. Where there is a breakdown in communication adults and the Headteacher, deputy or senior member of staff will counsel children and parental support will be sought if necessary.
- We have a whole school approach to discipline where all staff:
  - learn to recognise and minimise conflict and tension
  - set high, explicit standards
  - expect to give and be treated with respect
  - listen to children's needs
  - shout only when absolutely necessary
  - avoid confrontations
  - deal justly, wisely and firmly with discipline problems as they arise
  - use sanctions and punishments related to the misdemeanour
  - avoid blanket punishments
- The teachers should vary teaching styles and offer a curriculum that meets the needs of the children and caters for their varied abilities

### **MONITORING BEHAVIOUR & DISCIPLINE**

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File path:

The Headteacher and all staff monitor the effectiveness of this policy on a termly basis. Staff monitor how quickly children are achieving behaviour rewards to check appropriate supportive feedback is being given. Behaviour tracking is monitored by the class teacher and regular poor behaviour will be reported to the senior leadership team..

Governors are also involved in the monitoring process and provide an annual report to the Governing Body.

### **INFORMATION FOR PARENTS**

A copy of each child's discipline plan is sent out to parents (each autumn) and their comments invited.

**Review of the policy will include identifying:**

- Trends shown by behaviour tracking. Trends in rewards. Parental involvement. Attendance and punctuality

# APPENDIX 1

## Individual Discipline Plan for Children

### RULES

1. I follow instructions given by all school adults
2. I keep hands, feet and objects to myself
3. I never name call, tease or use bad language.



### Supportive Feedback

- 1 Praise
2. Daily class based rewards: certificates, behaviour stamps, positive messages home, stickers etc.
3. Weekly rewards
4. Whole class points (marbles/team points)
5. Class celebration.



### Corrective Action

1. Reminder
  2. Time out in own class 5 minutes
  3. Time out in other class 10 minutes
  4. Write out reminders and involvement of the Deputy head or Headteacher
  5. Inform parents (telephone call, letter, meeting with parent after school.)
- This is an opportunity for you to speak to your child about the choices they have been making. It is not possible to discuss the incidents with the teacher at this time however you may make an appointment to do so.***
- Your child will be out of class for the remainder of the day.***
- Three phone calls or letters in a week will result in internal exclusion.

### Serious Clause

Any fighting will mean parents will be contacted as soon as possible.  
(preferably by phone)  
Fighting or verbal abuse in class will result in immediate exclusion.

I have read the classroom discipline plan and discussed it with my child,

\_\_\_\_\_

PARENT/CARER SIGNATURE. \_\_\_\_\_

Date: \_\_\_\_\_

Comments: \_\_\_\_\_

File path:



APPENDIX 2

CHRIST CHURCH C.E. PRIMARY SCHOOL BATTERSEA

RECORD OF MY ACHIEVEMENT

This week I will .....

.....

.....

Signed:..... Date.....

Lessons

|           |  |  |  |  |
|-----------|--|--|--|--|
| MONDAY    |  |  |  |  |
| TUESDAY   |  |  |  |  |
| WEDNESDAY |  |  |  |  |
| THURSDAY  |  |  |  |  |
| FRIDAY    |  |  |  |  |

A = I achieved my target

Good things I have done this week

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File path:

