



**The Federation of North and  
South Cowton Community  
and Melsonby Methodist  
Primary Schools**

<b>Behaviour and Relationships Policy</b>	
<b>Nominated Member of Leadership Staff Responsible for the policy:</b>	Helen Robinson (Headteacher)
<b>Date agreed and ratified by Governing Body:</b>	May 2022
<b>Date of Next Review:</b>	May 2024
<b>How this policy will be shared:</b>	Via Teams for Staff and Governors

## Behaviour Policy

### This Policy Aims to:

- provide a consistent approach to behaviour and expectations
- define what we consider to be unacceptable behaviour, including bullying
- outline how pupils are expected to behave
- summarise the roles and responsibilities of those within the school community
- outline strategies used to promote good behaviour and relationships

### Rationale

Developing good relationships and positive behaviour in the classroom, playground and wider community is essential for creating the right environment for effective learning and teaching. Where children and young people feel included, respected, safe and secure and when their achievements and contributions are valued and celebrated, they are more likely to develop self-confidence, resilience and positive views about themselves. This applies equally to all staff in the learning community.

As part of our Federation ethos, 'Aspire, Inspire and Enquire', staff within the Federation of North and South Cowton and Melsonby Methodist primary schools are expected to be proactive in promoting positive relationships and behaviour in the classroom, playground and wider school community, consistently upholding our school values and inspiring those around them.

This policy draws on current thinking and practice relating to relationships and behaviour; a key factor in enabling pupils to achieve personal growth and reach their full potential.

*"Curriculum for Excellence cannot be delivered without good relationships and positive behaviour. Children and young people should feel happy, safe, respected and included in the learning environment and all staff should be proactive in promoting positive behaviour in the classroom and the wider learning community. Underpinning this is the emotional health and wellbeing of staff."*

### Our Vision

**Aspire** to be great  
**Inspire** those around us  
**Enquire** about the world we live in

As a Federation of schools, we are committed to ensuring that all children succeed in reaching their full potential. Through a rich, holistic curriculum, children's curiosity will be nurtured, their knowledge deepened and their horizons broadened. Empowering children to have their voices heard and change the world for the better is key to all we do.

### Behaviour as Communication

Both adults and children use behaviour to communicate throughout every minute of every day. More often than not, negative behaviour in children manifests out of frustration at either not understanding the situation, or being unable to verbally express their wants, needs and feelings.

### Our Schools aim to:

- provide a happy, secure, inclusive and caring environment, where all feel valued
- celebrate all success

- ensure that each individual realises their full potential
- provide inclusive support systems which promote personal, social and emotional development

**Our agreed aims which are crucial to the success of this policy are to:**

- be consistent with how we carry out our approaches to behaviour and relationships
- treat children fairly, but not the same, considering individual needs and challenges
- communicate well as professionals to support the children in our school
- build strong relationships
- have high and attainable expectations
- ensure our approaches to behaviour and relationships are meaningful and positive

**Our policy is underpinned by our Federation Values:**

Responsibility  
Perseverance  
Respect  
Honesty  
Unity  
Kindness

**‘If children feel safe, they can take risks, ask questions, make mistakes, learn to trust, share their feelings, and grow.’**  
Alfie Kohn

**Rights, Responsibilities and Expectations**

We all have the right to feel safe, happy and respected. This applies to every member of our school community – children, staff, parents and visitors. We believe children have the right to learn and teachers have the right to teach. Being clear about our expectations of each other and agreeing our responsibilities is a vital starting point for maintaining respectful relationships and behaviour.

**Roles and Responsibilities:**

**To demonstrate an understanding of the school’s values, children will:**

- follow school expectations
- show good learning behaviours
- behave well when travelling to and from school and on school trips
- recognise that the school is part of the wider community
- take responsibility for their own actions
- respect difference and individuality
- ask questions to further knowledge and curiosity

**All staff will:**

- be positive role-models
- develop positive relationships with every child
- be punctual
- treat pupils as individuals, get to know pupils and respect them
- use restorative approaches to resolve situations of conflict and provide meaningful solutions for all
- develop an understanding of what children are trying to communicate through their behaviour

- promote intrinsic motivation by reinforcing success and praising children's positive behaviour
- create a culture in which it is safe to take risks with learning and where mistakes are regarded as opportunities for deeper learning
- ensure all children have a voice and that their opinion is respected
- engage positively with parents / carers
- realise that success does not always come instantly
- be consistent
- be reflective and adaptable

**Teachers will:**

- have well prepared lessons which are personalised, relevant and engaging
- ensure information regarding children is shared in the best interests of the child whilst maintaining confidentiality
- ensure that incidents are recorded and reported
- ensure that the relevant supportive strategies/interventions are in place to support communication and positive behavior management

**Support staff / Playground supervisors will:**

- promote positive and appropriate play skills
- use a restorative approach when dealing with playground incidents
- share information with class teachers
- intervene quickly and calmly when appropriate

**Parents / Carers will:**

- be a positive role-model for their children
- ensure their child arrives to school on time
- ensure that their child is wearing the correct school uniform and has the appropriate equipment
- attend any scheduled meetings regarding their child
- work with the school to share concerns and resolve issues
- inform the school of anything that could affect the child's learning / behaviour

**The Local Governing body will:**

- review and approve the behavior and relationship policy
- review the implementation and effectiveness of the behavior and relationship policy

**Our Approach to Relationships and Behaviour**

We are committed to improving relationships and behaviour within school. We firmly believe that the reward should be the fulfilment and feeling children experience when they experience success or by doing the right thing. The more we notice good behaviour/celebrate success the less we need to extrinsically reward it. It becomes just the way that we do things. We value the effort pupils put into demonstrating good behaviour and developing good relationships. On occasions, we do have to deal with behaviour that does not meet our agreed expectations and we do this in the following ways:

- 1) Use de-escalation techniques to prevent and diffuse situations before they arise. Anticipate situations which might be difficult for some individuals and teach them coping or exit strategies
- 2) Use restorative approach where specific questions will be asked in order to address the incident and find meaningful, positive solutions for all involved.
- 3) Actions may have to be taken immediately if it is a very serious matter where the safety of children, adults or property are at risk.

- 4) Where there may be more complex reasons behind behaviours being displayed, seek specialist advice from professionals with appropriate expertise within or beyond the school

*“People are born with intrinsic motivation, self-esteem, dignity, curiosity to learn, joy in learning.”*  
W. Edwards Deming

## Restorative Approach

### Background

A restorative approach enables the school to resolve conflicts, improve behaviour and develop well-rounded individuals.

The principles of the restorative approach are based on an understanding and acceptance that conflict is a part of life, and that in a conflict there is an underlying damage to all parties involved that needs to be addressed to resolve the issue and prevent any further incidences of the same nature. In an educational setting, this means that instead of simply being punished as a result of ‘bad behaviour’ a child is asked to take responsibility for their actions, understand what they have done wrong and accept that their actions can be harmful to others.

This approach seeks to address the flaws of the traditional punitive approach; namely that the ‘offender’ has the responsibility for their actions taken away from them and once punished they have no need to address the underlying harm caused. This is like applying a plaster to the problem. When third parties (i.e. teachers) deal with conflict, the outcomes are superficial punishments whilst underlying issues remain unaddressed. Like a plaster on a dirty wound seals the infection, punitive approaches to conflict seal in the harm within the relationship which will reoccur in subsequent behaviour.

### Shifting responsibility to the pupil

By placing the responsibility for conflict resolution back onto the child they are in a much better position to learn about appropriate behaviour and deal with social relationships rather than always relying on a third party to monitor their actions, dealing with them as necessary. Bringing a holistic restorative approach into schools can not only resolve specific incidences of behaviour but can also create a much more pleasant learning environment, getting to the heart of issues before they flare up into incidents. Restorative approaches are fundamentally grounded in ‘relationships’ and in repairing, restoring and consolidating relationships when they have been harmed.

A restorative approach is very different to the traditional way that schools have dealt with wrong-doing. All staff are trained to deal with situations by following these steps:

- Specific questions are asked to each person involved individually to establish the past, present and future
- Pupils **must** tell the truth and own up to what they have done and/or what happened to them
- A restorative meeting, with an adult or child mediator will follow bringing all parts together. During this meeting both sides are able to talk about the incident and together they negotiate what needs to happen to repair the harm
- Consequences will be decided by the children and their mediator bearing in mind: actions stipulated in our policy, how safe the harmed person feels and ownership of the harmer
- In more complex cases, a meeting agreement is filled and signed by all. On this document children agree how they will behave in the future and they also chose consequences if they break the agreement.

Restorative approaches range from: a quick ‘restorative chat’ in a corridor right up to a full conference.

**A restorative approach is highly effective because it:**

- transforms wrong doing into a learning opportunity
- supports the needs of the 'harmed'
- creates obligations and support for 'harmers'
- encourages a school-wide culture of mutual respect and care

**Restorative Interventions:**

- Restorative conversations (enquiry / chat / dialogue)
- Peer and adult mediation
- Classroom restorative conferences
- Problem solving circles

**Other consequences that may be used if a restorative approach is deemed to be inappropriate:**

**Low-level behaviour** responses

- Loss of play time
- Time out in class

**Medium level responses**

- Letter/conversation with parents
- Time out of class with partner teacher/ SLT
- Possible referral to SENCO

**High Level response** (e.g., intentionally hurting children or staff, racist incidents)

Sent directly to Base Leader/ Headteacher

- Appropriate consequences issued
- Possible referral to SENCO
- Possible referral to outside agencies
- Implementation of strategies to support long term behaviour change

**Fixed-term and Permanent Exclusions**

As an inclusive Federation of schools, exclusion is only ever resorted to when it is the final option. Only the Headteacher has the power to exclude a pupil from school.

Please see Exclusion policy for further information.

**Children with SEND**

There may be occasions in which children require extrinsic rewards to as an intervention to support the development of motivation and good learning behaviour. These are implemented in consultation with the SENCO, Headteacher and Parents and are implemented as part of a wider behavior support plan.

We recognise that some children may respond to their 'flight instinct' when feeling a heightened sense of anxiety. Some children may require time to calm down and reflect before being able to confront an issue.

## Training

- Behaviour and relationships training forms part of continuing professional development
- Induction procedures includes the implementation of this policy

## Summary

Our ultimate aim is that every member of our school community feels: safe, happy and valued. We encourage everyone to take responsibility for their actions and feel that the ability to resolve conflict is a vital part of a child's learning process.

# Appendices

## Appendix 1: School Expectations

- Try their best and persevere in every aspect of learning.
- Ask for help when unsure.
- Show respect and consideration of others and their property.
- Be supportive towards others and their learning.
- Show good listening.
- Wear school-uniform.
- Line up calmly and quietly.
- Use inside voices in the classroom or around school.
- Behave well when travelling to and from school and on school trips. Recognise that the school is part of the wider community.
- Show respect to all school staff and visitors.
- Show respect for the school building and facilities.
- Tell the truth.
- Behave sensibly at lesson changes e.g. assembly, breaks and lunchtimes.
- Maintain behaviour expectations when off the school premises.
- Report any incidents of bullying to school staff.

## Appendix 2: Behaviour Flow Chart

In all situations you will need to use your professional judgement. The key to behaviour for learning is through building positive relationships with children. This takes time and consistency at all times. Below are some examples of behaviours which you may come across and actions you could take. This will all be based on your knowledge of the child/children involved there is always a degree of flexibility involved.

In order to create a positive learning environment some of the following strategies may be used:

- Praise of other children
- Eye contact (stern stare, raised eye brow etc)
- Assertive body language
- Name/pause technique
- Frown
- Being close and whispering a firm reminder

- Direct to seat
- Quiet unobtrusive 'can you show me your learning/ other distracting conversation?'
- Reassuring touch
- Humour

### Low Level Behaviour

#### Examples may include:

- Not completing reasonable amount of learning in a set time due to behaviour
- Deliberate disruption, creating a disturbance, e.g., trying to distract other pupils from their work, kicking a pupil under the table, etc
- Deterioration of behaviour
- Deliberately throwing small objects for fun
- Hurting others in a minor way e.g., pushing others in the line, nudging somebody

Possible responses Class 1	Possible responses Class 2
<ul style="list-style-type: none"> <li>• Individual quiet conversation with minimal attention given and <b>reminder</b> of our school expectations/ values</li> <li>• <b>Second reminder/warning</b> – Second reminder of school expectations and values</li> <li>• <b>Time out in classroom</b> (or sitting at side on playground if incident occurred outside) (5 mins- age dependent)</li> <li>• <b>Restorative conversation</b></li> </ul>	<ul style="list-style-type: none"> <li>• Individual quiet conversation with minimal attention given and <b>reminder</b> of our school expectations/ values</li> <li>• <b>Second reminder/warning</b> – Second reminder of school expectations and values</li> <li>• <b>Miss some play/lunch</b> (10 mins) to repay behaviour, e.g., practising sitting still, completing work, thinking about how they have affected others. (If on duty leave with partner teacher)</li> <li>• <b>Restorative conversation</b></li> </ul>

### Mid-Level behaviour

- Continuing with low-level after already having **time out/ missed some play or lunchtime**
- Deliberately hurting someone
- Damaging school /other child's property
- Leaving class without permission repeatedly
- Persistent or serious rudeness/refusal of instructions/ challenge to adults e.g., answering back
- Deeply upsetting name calling
- Lying or refusing to take responsibility for actions when they have been seen doing it by a number of people or yourself,

Possible responses Class 1	Possible responses Class 2
<ul style="list-style-type: none"> <li>• Completing learning in another classroom</li> <li>• An adult to take the child to Base leader or EHT if on site.</li> <li>• Time out of class completing learning with Base leader or EHT away from own class.</li> <li>• If this happened on playground during play/lunch then child to miss next day's play/lunch play.</li> <li>• Discuss with parents and log on CPOMS</li> </ul>	<ul style="list-style-type: none"> <li>• Completing learning in another classroom</li> <li>• An adult to take the child to Base leader or EHT if on site.</li> <li>• Time out of class completing learning with Partner teacher or EHT away from own class.</li> <li>• If this happened on playground during play/lunch then child to miss next day's play/lunch play.</li> <li>• Discuss with parents and log on CPOMS</li> </ul>

### Extreme Behaviour

- Deliberate swearing
  - Behaviour is creating a health and safety risk to self-and/or others (e.g., throwing objects/ furniture)
  - Fighting and intentional physical harm to other children
  - Verbal abuse to any staff
  - Intentional serious vandalism
  - Theft
- Should involve Head Teacher immediately
  - Internal exclusion at the very least as detailed in the previous section
  - Possible fixed term exclusion

### **Incidents to refer immediately to Headteacher**

- Use of discriminatory language (e.g., racist, homophobic)
- Bullying (also see anti-bullying policy)
- Aggressive response/ challenge to authority including swearing
- Physical abuse towards any member of staff

### **Possible follow Up**

- Mid-level and above incidents recorded on behaviour log on CPOMS
- Incidents of direct discrimination to be recorded on CPOMS
- Restorative conversation when necessary
- Self-evaluation of action – with adult and reflection on improvement
- Phone calls/ communication with parents
- Class teacher to informally meet with parents on a regular basis
- Possible referral to SENCO
- Letter of apology to be written (where appropriate)

### **Disruptive Behaviour at Lunchtimes**

- In the first instance a child who is disrupting others will be verbally warned
- If the behaviour continues a time out session will follow
- If a child displays violent or abusive behaviour the child will be sent to Class Teacher, Base Leader or EHT
- MMS to inform class teacher of behaviour

### **Trips/ Excursions**

Whilst taking part in a school trip/ excursion, if a child is puts themselves or others in danger then an individual risk assessment will need to be undertaken. If the risk is high and cannot be mitigated it may be necessary for the child not to attend future trips. This will be discussed with parents/carers on return of the trip. Exclusion from curriculum trips will not be used as a consequence.

## **Appendix 3: Home/School Agreement**

### **Home and School Agreement**

#### **The school is committed to**

- Creating a happy school and an environment where children, staff and families feel safe and supported
- Providing opportunities for parents and carers, and the local community to take an active and supportive role in the life of the school
- Providing an enriching curriculum which recognises that children develop in different ways and at different rates and encourages them to achieve their full potential
- Provide children with homework activities appropriate to their needs and abilities

- Keep families fully informed of their children’s progress through Parent/Teacher Interviews (PTIs), workshops, open evenings and informal meetings
- Keep families up to date with news and events at school through a weekly newsletter
- Actively liaise with the families of children with additional needs
- Deal with any concerns promptly
- Contact families immediately when children have not arrived at school unless a parent or carer has phoned the school to explain absence
- Ensure that all school policies are available for parents to read (online or paper copy if preferred)

**The family is committed to ensure;**

- That children arrive at school ready to learn (having had breakfast and a good night’s sleep)
- The children are in school by 8:40 am, ready to go start their learning by 8:45 am
- The children are suitably dressed for school according to the weather
- The children attend all school sessions
- They will phone the school on every day of absence when their child is unwell
- They will read and support the school policies found on the school website
- They will try to make time to read to their children regularly
- The children bring their school bag and reading book with them every day
- The children complete the homework activities provided by their teachers
- They deal with the school staff calmly and respectfully
- They keep in regular contact with the school and let the school know if there are any problems or major life changes
- They attend all Parent/Teacher Interviews
- They, and any other carer, respect the legal restrictions on parking outside the school
- The children are collected promptly at the end of the day
- They advocate the school’s restorative justice approach to dealing with incidents

Signed by Parent/carer \_\_\_\_\_

Signed by \_\_\_\_\_ on behalf of the school

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

**Appendix 4: Restorative Justice**

Restorative Justice Questions	
Establishing the past	<p><b>What happened?</b> (<i>where, who was present, what was said or done</i>)</p> <p><b>What were you thinking/feeling at the time?</b></p>
Establishing the present	<p><b>What do you think and feel about it now?</b></p>
Reflection and Establishing the future	<p><b>Who else has been affected?</b> (<i>explore all possible affected people, parents, peers in class, teachers, etc</i>)</p>

	<p>What do you need to happen in order to fix this and move on?</p> <p>How can we repair your relationship?</p>
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Additionally, where any mediation is to take place adults should ensure the following structure:

- The harmer admits their wrong doing
- Ask all parties if they wish to participate
- Risk assess if it is safe to bring all participants together
- A private and safe room must be used
- How are they bring children to the meeting (all together, harmer(s) first or harmed first)?
- Sitting arrangements, especially if it is a large group
- Reflective sheets should be filled and discussed prior to group conference
- Mediators must remain impartial during the whole process

**Explain rules / format**

- Only one person talks at a time
- No interrupting
- Be respectful to each other
- Listen carefully to each other
- Confidentiality-explain that this is between the people involved (plus parents if required)
- Be aware of any matters regarding safeguarding
- If young people do not follow rules or are still/become angry, stop mediation!

**Restorative Conversations**

This is the starting point for all restorative processes. The conversation will involve one-to-one dialogue. The role of the adult is to demonstrate good active listening, helping the other person to illuminate the problem, reflect on the situation and find ways forward for themselves, using ‘RJ questions’ as a guide for the dialogue. In this type of conversation, as with others e.g., mediation, it is important for the adults to remain impartial, with a positive active listening and body language.

**Restorative Conferences**

These occur in response to issues in a whole class or as a resolution chosen during a restorative conference. This includes all class members who are willing to participate. The conference involves all working together with a neutral facilitator (e.g., CT/ another teacher) to resolve conflict, repair relationships and move forward. The conference follows ‘RJ Questions’. Teachers should make EHT aware that they want to have a class conference and they will either facilitate the conference or provide cover to enable another teacher to facilitate the conference.

**Problem Solving Circles**

These don’t have a formal structure (do not follow a script). They may be used with a class or a small group and may focus on a general difficulty as well as a particular incident.