



**THE CEDAR FEDERATION**

**IFIELD SCHOOL**

**BEHAVIOUR &**

**WELLBEING**

**POLICY**

**Date:** Spring 2024

**Review Date:** Spring 2025

DATE	Amendments		Page
02/02/2022	Reviewed policy – changed all Head of School to Headteacher	RT	Throughout
22/08/2022	Added Keeping children safe in education (changes sep 22)	RT	4
22/08/2022	Removed phrase Fixed term Exclusion to suspension as per new guidance:  <a href="https://www.gov.uk">School suspensions and permanent exclusions - GOV.UK (www.gov.uk)</a>	RT	10
09/09/2022	Removed Team teach and replaced with Proact-Scip	RT	Throughout
09/09/2022	Removed supports plans/IEP,ISP,PSP and changed to Wellbeing Support Plans (WSP)	RT	Throughout
19/09/2023	Added to items of guidance	RT	3
19/09/2023	Changed Headteacher to Leadership Team	RT	9
19/09/2023	Role of Governors Updated to include ‘The governing board is responsible for monitoring this behaviour policy’s effectiveness and holding the headteacher to account for its implementation.’	RT	10
19/09/2023	Section 16 More information added regarding searching of pupils	RT	12

# Ifield School

## Behaviour and Wellbeing Policy

### **1. Introduction**

At Ifield School we recognise the vulnerability of our pupils and that every pupil has a need for security and stable caring relationships within a dependable, predictable environment.

Our Behaviour and Wellbeing policy helps us to create a caring, stimulating and secure environment in which staff and pupils can work and play safely and we encourage the involvement of parents/carers in the development of their child.

One of the school's aims is to nurture in all our pupils self-confidence combined with sensitivity and respect towards others, through an understanding of rights and responsibilities. We recognise that the school cannot do this in isolation but is pivotal in making a huge difference to the lives of its pupils. Therefore, we expect all members of the school community to celebrate pupils' success and achievements and to recognise the importance of positive shared values about behaviour. In order to ensure that all staff working in the school adopt a common approach towards pupils' behaviour this whole-school policy has been communicated to them.

### **2. Aims**

This policy aims to:

- Provide a consistent approach to behaviour management
- Define what we consider to be unacceptable behaviour
- Outline how pupils are expected to behave
- Summarise the roles and responsibilities of different people in the school community with regards to behaviour management
- Outline our system of rewards and sanctions

### **3. Legislation and Statutory Requirements**

This policy is based on advice from the Department for Education (DfE) on:

- [Behaviour and discipline in schools](#)
- [Searching, screening and confiscation at school](#)
- [The Equality Act 2010](#)

- [Use of reasonable force in schools](#)
- [Supporting pupils with medical conditions at school](#)
- [Keeping Children Safe in Education](#)
- [Suspension and permanent exclusion from maintained schools, academies and pupil referral units in England, including pupil movement 2023](#)
- [Special Educational Needs and Disability \(SEND\) Code of Practice](#)
- [DfE guidance](#) explaining that maintained schools must publish their behaviour policy online

In addition, this policy is based on:

- Section 175 of the [Education Act 2002](#), which outlines a school's duty to safeguard and promote the welfare of its pupils
- Sections 88-94 of the [Education and Inspections Act 2006](#), which require schools to regulate pupils behaviour and publish a behaviour policy, and written statement of behaviour principles, and give schools the authority to confiscate pupils' property.

#### **4. Terminology**

Behaviours are functional and communicative acts, which are meaningful because they achieve important results for an individual. The term behaviour support is used in this document as well as behaviour for learning. Staff need to consider all aspects of each pupil's behaviour, rather than just those identified as 'problem or difficult'. Passive, non-assertive behaviours restrict a pupil's independence and learning as much as those which are perceived as being 'problem' behaviours. Challenging behaviour serves a necessary purpose for an individual, as it is largely learning through a history of interactions between the person and the environment. A single behaviour may be maintained by more than one outcome and a group of behaviours may be used to achieve a single outcome.

'Behaviour for Learning' is:

- Positive as the teacher emphasises high expectations;
- Centred on effective relationships between pupils, pupil and teacher and their environment;
- Value and reward behaviours that maximises pupil learning;
- Setting attainable targets for behaviour, based on individual pupils' circumstances;
- Relevant and applied to all pupils at all stages.

## **5. Philosophy**

### **Understanding and Supporting Challenging Behaviour**

Behaviour difficulties in our pupils may arise from characteristics associated with learning difficulties, autism, impaired communication and socialisation skills, lack of empathy, rigidity of thought and actions, obsessive or ritualistic behaviours, over sensitivity to stimuli and high arousal and damaged self-esteem. Challenging behaviour may be a reaction to these difficulties and an attempt for the individual to control a situation or communicate distress or frustration. As professionals working in a mutually supportive partnership with families we must seek to understand the pupil's behaviours in the wider context of the individual, their difficulties and their response to their environment at school and at home. Whilst we empathise that certain behaviours are characteristic of autism, we teach appropriate social skills and coping strategies to help the pupil understand and accept boundaries of reasonable behaviour. We aim to understand the underlying factors causing the behaviour in order to respond positively, consistently and effectively. We will provide structures and strategies to empower the individual to manage their own behaviour, promote independence, enhance communication and socialisation and raise self-esteem. These strategies include the use of behaviour for learning, restorative justice and praise and rewards.

What is unacceptable behaviour to one person is not necessarily unacceptable behaviour to another. Because changing behaviour is acting against a person's personal choices it is therefore ethically more defensible to operate within the context of positive, supportive programmes. The function of most behaviour is legitimate, e.g., there is nothing wrong with asking for attention. Much behaviour serves a communicative function, it is therefore more effective and valid to teach an alternative, appropriate response than to try and extinguish a behaviour using aversive techniques. Positive procedures are constructive, in that they teach alternative responses and build self-esteem. Punishment is not to be used as a means of managing a pupil's behaviour. This does not preclude the use of agreed sanctions such as not allowing a pupil to do something until they have finished what they are currently doing, or completing work. However, disciplinary decisions must always be made that take into account the abilities of the individual.

All staff are to ensure that they avoid:

- Inappropriate use of voice and tone
- The use of language which demeans or intimidates the pupil
- Putting pupils out of the classroom unsupervised

### **Key principals of our Behaviour and Wellbeing Policy**

- To raise pupils' self-esteem.
- To promote/develop empathy and respect for self and others.
- To develop in pupils a sense of self-discipline and an acceptance of responsibility for their own actions.
- To ensure regular attendance.
- To encourage pupils to value the school environment and its routines.
- To acknowledge that the maintaining of good behaviour within the school is a shared responsibility.
- To ensure that positive behaviour is always recognised.
- To work within a positive, proactive reflective approach to behaviour for learning.
- To ensure that the school's approach to behaviour and well-being is fully understood by pupils, parents, carers and staff
- To ensure effective mechanisms are in place for the monitoring and evaluating of behaviour and wellbeing
- To ensure the rights and responsibilities of all members of the school community are upheld and valued

### **6. Vision**

Ifield School aims to provide an outstanding and supportive learning environment; one which allows everyone to realise their potential, with high self-esteem and respect for others in the community, so that they are able to take their place in society with confidence and pride.

#### **Ifield is a school where every individual is:**

Valued

Challenged

Supported

Successful

#### **Our pupil management procedures VALUE every pupil by:**

- Showing that every individual is unique and special
- Respecting the rights and needs of all people
- Fostering a sense of self-esteem and self-worth
- Ensuring every individual is empowered to reach their full potential
- Ensuring they feel happy, confident and able to contribute to their community

**Our pupil management procedures SUPPORT every pupil by:**

- Creating an outstanding learning environment that stems from committed staff who work as a team
- Creating a happy, secure and stable environment
- Providing a high level of individual support
- Working in partnership with parents and carers
- Helping children to develop communication, social and self-help skills

**Our pupil management procedures CHALLENGE every pupil by:**

- Expecting high standards of behaviour
- Setting challenging individual targets
- Ensuring all staff have high expectations in all aspects of school life
- Ensuring the curriculum is broad, balanced and relevant
- Providing opportunities to join with mainstream peers wherever possible

**Our pupil management procedures ensure SUCCESS for every pupil by:**

- Recognising and celebrating achievement to motivate improved progress
- Measuring progress in a range of social and academic achievements
- Recognising each individual's areas of achievement
- Recognising achievement by celebrating every step of progress made
- Using positive reinforcements

## **7. Bullying**

The school does not tolerate bullying of any kind. If we discover that an act of bullying or intimidation has taken place, we act immediately to stop any further occurrences of such behaviour. While it is very difficult to eradicate bullying, we do everything in our power to ensure that all children attend school free from fear.

Details of our school's approach to preventing and addressing bullying are set out in our anti-bullying policy.

## **8. Behaviour for Learning**

### **Stepped Approach to support Behaviour for Learning**

Where pupils require support in terms of behaviour for learning the school adopts a stepped approach.

- Discussion with pupil
- Class/form teacher/ parental liaison
- Behaviour and Wellbeing Referral Form (Appendix 4)
- Support from Assistant Headteacher
- Referral to Headteacher

Wellbeing Support Plans (WSP) can only be effective if staff have ownership of them. Class teams will be involved in their development and implementations. All staff must be fully informed of relevant procedures in order to ensure continuity across all settings and training must be available to address their needs.

Wherever possible, pupils should be involved in the development and implementation of their WSP. Positive expectations have a positive effect on the behaviour of others. Every pupil is of equal value and deserving of the same respect.

Recording of challenging behaviours in order to monitor pupils and providing information to parents/carers and providing appropriate pupil support when required.

## **9. The Role of the Class Teacher**

It is the responsibility of class teachers to ensure that the school values are enforced in their classes, and that their classes behave in a responsible manner during the school day

The class teachers in our school have high expectations of the children with regard to behaviour, and they strive to ensure that all children work to the best of their ability.

The class teacher treats each child fairly, and enforces the classroom code of conduct consistently. The teachers treat all children with respect and understanding, using positive language that encourages a Growth Mindset.

Members of the leadership team liaise with external agencies, as necessary, supported by class teachers. This enables every child to receive the best possible support and guidance.

The class teacher reports to parents and carers about the progress of each child in their class, in line with the whole-school policy. The class teacher may also contact a parent if there are concerns about the behaviour or welfare of a child after speaking to the Leadership Team. Any conversations will be logged and be stored with the pupil's records.



Teaching and support staff are responsible for setting the tone and context for positive behaviour within the classroom.

They will:

- Create and maintain a stimulating environment that encourages pupils to be engaged
- Display the pupil code of conduct / class rules
- Develop a positive relationship with pupils, which may include:
  - Greeting pupils at the beginning of the day
  - Establishing clear routines
  - Communicating expectations of behaviour in ways other than verbally
  - Highlighting and promoting good behaviour
  - Concluding the day positively and starting the next day afresh
  - Using positive reinforcement

## **10. The role of the Headteacher**

It is the responsibility of the Headteacher, under the School Standards and Framework Act 1998, to implement the school behaviour policy consistently throughout the school, and to report to governors, three times per school year and as requested, on the effectiveness of the policy. It is also the responsibility of the Headteacher to ensure the health, safety and welfare of all children, staff and visitors in the school.

The Headteacher supports the staff by implementing the policy, by setting the standards of behaviour, and by supporting staff in their implementation of the policy.

The Headteacher keeps records of all reported serious incidents of misbehaviour.

The Headteacher has the responsibility for giving fixed-term suspensions to individual children for serious acts of misbehaviour. For repeated or very serious acts of anti-social behaviour, the Head of School may permanently exclude a child. These actions are taken only after the school governors have been notified.

## **11. The Role of Parents and Carers**

The school collaborates actively with parents and carers, so that children receive consistent messages about how to behave at home and at school and what language is appropriate to use.

Parents can access the school's Behaviour and Wellbeing Policy through the school website or request a paper copy.

We expect parents and carers to support their child's learning, and to cooperate with the school. We will build a supportive dialogue between the home and the school, and we inform parents and carers immediately if we have concerns about their child's welfare or behaviour.

If the school has to apply the school's consequences towards a child, we expect parents and carers to support the actions of the school. If parents and carers have any concerns about the way that their child has been treated, they should initially contact the class teacher. If the concern remains, they should contact the Key Stage lead / Assistant Headteacher, if concerns still remain they should contact the Headteacher. If these discussions cannot resolve the problem, then the school's complaints procedure should be followed.

## **12. The Role of Governors**

The governing body has the responsibility of setting down these general guidelines on standards of discipline and behaviour, and of reviewing their effectiveness. The governors support the Headteacher in adhering to these guidelines.

The Headteacher has the day-to-day authority to implement the school's policy on behaviour and discipline, but governors may give support to the Headteacher about particular disciplinary cases. The Headteacher must take this into account when making decisions about matters of behaviour.

The governing board is responsible for monitoring this behaviour policy's effectiveness and holding the headteacher to account for its implementation.

## **13. Restorative Justice and Restraint of Pupils**

Restorative justice approaches should be used at every opportunity in order to quickly resolve disruption and to ensure a consistent whole school approach.

## **14. Suspension and Permanent Exclusions**

We do not wish to exclude any pupil from school, but sometimes this may be necessary. The school has therefore adopted the standard national list of reasons for exclusion, and the current guidance. We recognise the duty on schools and local authorities to make fulltime educational provision for excluded pupils from day 6 of their exclusion, the duty on parents and carers to ensure their child is not present in a public place during the first five days of an exclusion, and the duty on heads to offer the parent a reintegration interview in respect of certain fixed-period exclusions.

Only the Headteacher has the power to exclude a pupil from school. The Headteacher may suspend a pupil for one or more fixed periods, for up to 45 days in any one school year. In extreme and exceptional circumstances, the Headteacher may exclude a pupil permanently. It is also possible for the Headteacher to convert a suspension into a permanent exclusion, if the circumstances warrant this.

If the Headteacher excludes a pupil, s/he informs the parents or carers immediately, in writing, giving reasons for the exclusion. At the same time, the Headteacher makes it clear to the parents or carers that they can, if they wish, appeal against the decision to the governing body. The school informs the parents or carers how to make any such appeal.

The Headteacher informs the Local Authority (LA) and the governing body about any permanent exclusion, and about any suspension beyond five days in any one term.

The governing body itself cannot either exclude a pupil or extend the exclusion period made by the Headteacher.

When an appeals panel of the governing body meets to consider exclusion, they consider the circumstances under which the child was excluded, consider any representation by parents/carers and the LA, and consider whether the child should be reinstated.

If the governors' appeals panel decides that a child should be reinstated, the Headteacher must comply with this ruling.

### **15. Drug- and Alcohol-Related Incidents**

See the School's Drug and Alcohol Policy.

### **16. Screening, Searching and Confiscation**

The school follows the DfE's guidelines (July 2022) with regard to Screening Searching and Confiscation.

The Headteacher, Assistant Headteacher or staff authorised by them can search pupils, without consent, if they have reasonable grounds for suspecting the pupil has any of the following items:

- Knives and weapons

- Alcohol
- Illegal drugs
- Stolen items
- Tobacco and cigarette papers
- Lighter and matches
- Fireworks
- Pornographic images
- Any article that the member of staff reasonably suspects has been, or is likely to be, used to commit an offence, or
- To cause personal injury to, or damage to the property of, any person (including the pupil)

The school has the power if it chooses to require pupils to undergo screening by a walk-through or hand-held metal detector (arch or wand) even if they do not suspect them of having a weapon and without the consent of the pupils

A member of staff carrying out a search may seize anything that they have reasonable grounds for suspecting it is a prohibited item. Where stolen goods or controlled drugs are found these should be delivered to the police as soon as possible.

Subject to the exception below, the authorised member of staff carrying out the search will be of the same sex as the pupil, and there will be another member of staff present as a witness to the search.

An authorised member of staff of a different sex to the pupil can carry out a search without another member of staff as a witness if:

- The authorised member of staff carrying out the search reasonably believes there is risk that serious harm will be caused to a person if the search is not carried out as a matter of urgency; **and**
- In the time available, it is not reasonably practicable for the search to be carried out by a member of staff who is the same sex as the pupil; **or**
- It is not reasonably practicable for the search to be carried out in the presence of another member of staff

When an authorised member of staff conducts a search without a witness, they should immediately report this to another member of staff, and make sure a written record of the search is kept.

If the authorised member of staff considers a search to be necessary, but is not required urgently, they will seek the advice of the headteacher, designated safeguarding lead (or deputy) or pastoral member of staff who may have more information about the pupil. During this time the pupil will be supervised and kept away from other pupils.

A search can be carried out if the authorised member of staff has reasonable grounds for suspecting that the pupil is in possession of a prohibited item or any item identified in the school rules for which a search can be made, or if the pupil has agreed.

An appropriate location for the search will be found. Where possible, this will be away from other pupils. The search will only take place on the school premises or where the member of staff has lawful control or charge of the pupil, for example on a school trip.

Before carrying out a search the authorised member of staff will:

- Assess whether there is an urgent need for a search
- Assess whether not doing the search would put other pupils or staff at risk
- Consider whether the search would pose a safeguarding risk to the pupil
- Explain to the pupil why they are being searched
- Explain to the pupil what a search entails – e.g. “I will ask you to turn out your pockets and remove your scarf”
- Explain how and where the search will be carried out
- Give the pupil the opportunity to ask questions
- Seek the pupil’s co-operation

If the pupil refuses to agree to a search, the member of staff can give an appropriate behaviour sanction.

If they still refuse to co-operate, the member of staff will contact the Headteacher or a Designated Safeguarding Lead, to try to determine why the pupil is refusing to comply.

The authorised member of staff will then decide whether to use reasonable force to search the pupil. This decision will be made on a case-by-case basis, taking into consideration whether conducting the search will prevent the pupil harming themselves or others, damaging property or causing disorder.

The authorised member of staff can use reasonable force to search for any prohibited items identified in section 3, but not to search for items that are only identified in the school rules.

The authorised member of staff may use a metal detector to assist with the search.

An authorised member of staff may search a pupil’s outer clothing, pockets, possessions, desk or locker.

‘Outer clothing’ includes:

- Any item of clothing that isn't worn wholly next to the skin or immediately over underwear (e.g. a jumper or jacket being worn over a t-shirt)
- Hats, scarves, gloves, shoes or boots

### **Searching Pupils’ Possessions**

Possessions means any items that the pupil has or appears to have control of, including:

- Desks
- Lockers
- Bags

A pupil’s possessions can be searched for any item if the pupil agrees to the search. If the pupil does not agree to the search, staff can still carry out a search for prohibited items (listed in section 3) and items identified in the school rules.

An authorised member of staff can search a pupil’s possessions when the pupil and another member of staff are present.

If there is a serious risk of harm if the search is not conducted immediately, or it is not reasonably practicable to summon another member of staff, the search can be carried out by a single authorised member of staff.

### **Informing the Designated Safeguarding Lead (DSL)**

The staff member who carried out the search should inform the DSL without delay:

- Of any incidents where the member of staff had reasonable grounds to suspect a pupil was in possession of a prohibited item as listed in section 3
- If they believe that a search has revealed a safeguarding risk

All searches for prohibited items (listed in section 3), including incidents where no items were found, will be recorded in the school's safeguarding system.

### **Informing Parents/Carers**

Parents/carers will always be informed of any search for a prohibited item (listed in section 3). A member of staff will tell the parents/carers as soon as is reasonably practicable:

- What happened
- What was found, if anything
- What has been confiscated, if anything
- What action the school has taken, including any sanctions that have been applied to their child.

## **17. Support Systems for Pupils**

The school recognises its legal duty under the Equality Act 2010 to prevent pupils with a protected characteristic from being at a disadvantage. Consequently, our approach to challenging behaviour may be differentiated to cater to the needs of the pupil.

The school will evaluate a pupil who exhibits challenging behaviour to determine whether they have any underlying needs that are not currently being met.

Where necessary, support and advice will also be sought from specialist teachers, an educational psychologist, medical practitioners and/or others, to identify or support specific needs.

When acute needs are identified in a pupil, we will liaise with external agencies and plan support programmes for that child. We will work with parents to create the plan and review it on a regular basis.

## **18. Pupil Transition**

To ensure a smooth transition to the next year, pupils have transition sessions with their new teacher. In addition, staff members hold transition meetings.

To ensure behaviour is continually monitored and the right support is in place, information related to pupil behaviour issues may be transferred to relevant staff at the start of the term or year. Information on behaviour issues may also be shared with new settings for those pupils transferring to other schools.

### **19. Support Systems for Staff**

The School will support all adults working with pupils to ensure they are safe and that they have a clear understanding and knowledge of the school's working practices. It is school practice to discuss and resolve behavioural issues in order that the staff feel supported and the school is working together to provide a cohesive approach to supporting individual needs. All staff have access to copies of this policy. Staff can receive support from members of the Extended Leadership Team.

The success of the Behaviour and Wellbeing Policy depends on an on-going system of support for staff. This support will be given through Assistant Headteachers, key stage leads and class teams in training and practice sessions. Support could include emotional support, coping with challenging behaviour, how to seek advice and help in dealing with challenging behaviour, in functional analysis of behaviours and the development of WSPs. Key Stage Leads analysis of behaviour incidences support and action plans and further action is taken based on the information they identify.

Our staff are provided with training on managing behaviour, including proper use of restraint, as part of their induction process.

Behaviour management will also form part of continuing professional development for all staff.

### **20. Support Systems for Parents/Carers**

The school staff are proactive in working with parents / carers to liaise over agreed strategies in supporting pupil behavioural, emotional and communication issues. This could be through telephone contact, written home/school log books or face to face meetings. Records of these discussions will be maintained and shared by the class teachers. The aim is to always work collaboratively with parents. In the instance that a parent/carer is not in agreement with a Wellbeing Support Plan (WSP), the school will act against their wishes where there are health and safety issues involved for the pupil, his/her peers or staff. Pupils will have an WSP as required.

## **21. The power to apply the school's Behaviour and Welfare Policy beyond the school gate**

In all cases of misbehaviour the teacher can apply the School's Behaviour and Wellbeing Policy on school premises or elsewhere when the pupil is under the lawful control of the staff member

The school may inform parents of any misbehaviour and apply consequences to pupils when the pupil is:

- taking part in any school-organised or 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 misbehaviour at any time, whether or not the conditions above apply, that:
  - could have repercussions for the orderly running of the school or
  - poses a threat to another pupil or member of the public or
  - could adversely affect the reputation of the school

## **22. Rewards**

Each individual pupil, member of staff and Governor is assigned to one of the following Houses:

- London Eagles
- Beijing Tigers
- Sydney Dolphins

All pupils work towards gaining House points, both individually and for their House team. They are awarded a house point and token for demonstrating one or more of the PRIDE aspects:

- Personal Excellence
- Respect and Friendship
- Inspiration
- Determination and Courage
- Equality

Each PRIDE aspect is linked to one of the UNICEF articles. House Points are recorded using an internally developed recording system (Appendix 1). House assemblies take place every third week. This provides an opportunity for pupils to learn with their House Teams peers and achieve a House Team ethos.



### **23. UNICEF Rights and Responsibilities**

The UNICEF Rights and Responsibilities initiative informs each class's Rights and Responsibilities charter. This is drawn up at the beginning of year by the pupils in each class group with support from their class/form tutor and team. The Class Charter is displayed in every classroom.

### **24. Positive Handling**

The nature of our pupils' learning needs means that behaviours could have a risk of harm to staff, peers or self. Where a pattern of behaviour suggests that there is a risk of harm then a Risk Assessment will be carried out and shared with all stakeholders including parents and Governors. Positive handling strategies are used as a last resort only in line with the Proact-Scip.

Staff should be aware that Kent County Council Guidelines for Managing Behaviour in Special Schools, Particularly Schools Offering Residential Care, state that if other methods have proved ineffective, a member of staff could be found negligent if s/he has not used physical restraint when a child is likely to injure him/herself or others. In exceptional circumstances staff may use physical intervention as part of a total response to the pupil, but only if its use has been agreed by the pupil's parents and by all other agencies involved. Staff must also have received training in the use of accepted physical intervention.

At Ifield School training will be in accordance with Proact-scip "positive handling strategies through a whole setting holistic approach, working with leadership and management, actively committed to reducing restraint and risk".

In the rare event of an emergency situation occurring where there is no agreed programme in place, but physical intervention is needed the guidelines state that, "...the law of negligence will be applicable wherein school staff will be expected to act as a 'reasonable prudent parent'".

In line with the 'Use of Reasonable force' advice can be found from the link on page 2 of this policy. Positive handling will be used in the last resort to prevent pupils from hurting themselves or others and from damaging property. The decision on whether or not to physically intervene is down to the professional judgement of the staff member concerned and should always depend on the individual circumstances.

Where physical interventions are part of the WSP they will be taught as part of the Proact-Scip principles and will be used by staff trained in the use of Proact-scip . All physical interventions will

be agreed with parents and recorded in the WSP. These interventions will be used only if reasonable, proportionate and only when necessary.

All members of staff are aware of the regulations regarding the use of force by teachers, as set out in DfES Circular 10/98, relating to section 550A of the Education Act 1996: The Use of Force to Control or Restrain Pupils. Staff only intervene physically to restrain children or to prevent injury to a child, or if a child is in danger of hurting him/herself. The actions that we take are in line with government guidelines on the restraint of children. Regular staff training is completed regarding the Proact-Scip programme

## **25. Monitoring and Review**

Behaviour for learning will be under review throughout the school on a class and individual basis. This policy document was produced in consultation with the school community, including pupils, parents, school staff, Governors, LA representatives, school community nurse and local Healthy School Standards representative.

This document is available to the school community. It has also been made available via the school web-site and prospectus.

### **Single Equalities Scheme impact Assessment**

This policy has been developed to ensure that there is no negative or adverse impact on any individual or group in terms of disability, race, belief, gender, sexual orientation or age. All opportunities for potential positive impact on individuals, groups and the community are embedded within the ethos, vision and values of the school.

The school's role is to plan for and meet pupils' individual needs. The school will organise around those needs. Should a situation develop that is beyond the expertise of staff, external agencies will be consulted, e.g., Educational Psychologist, Clinical Psychologist etc.

***Ifield School is committed to achieving Best Value in all decisions made. We use the principles of Best Value as they apply to securing continuous improvement in this school.***

### **The Behaviour and Wellbeing Policy Endorses;**

- The Children's Act (1989)
- Kent County Council Guidelines for Managing Behaviour in Special Schools
- The Proact-scip principles and ethos

Ifield School will continually identify ways of sharing information and working together; to protect children and young people from harm and help them to achieve what they want in life.

Ifield School is committed to safeguarding and promoting the welfare of children and young people and requires all staff, volunteers and visitors to share this commitment.

### **Associated Resources and Links**

Link to advice on Home School Agreements

<http://www.education.gov.uk/schools/pupilsupport/parents/involvement/hsa>

Link to behaviour checklist

<http://www.education.gov.uk/schools/pupilsupport/behaviour/a00199342/getting-the-simple-things-right-charlie-taylors-behaviour-checklists>

Link to use of Reasonable Force – advice for Head Teachers, Staff and Governing Bodies

<https://www.gov.uk/government/publications/use-of-reasonable-force-in-schools>

Link to Screening, Searching and Confiscation – advice for Head Teachers, Staff and Governing Bodies.

<https://www.gov.uk/government/publications/searching-screening-and-confiscation>

Link to Exclusions Guidance

<https://www.gov.uk/government/publications/school-exclusion>

Link to Safeguarding

<http://www.education.gov.uk/aboutdfe/advice/f0076882/ensuring-good-behaviour-in-schools/allegations-of-abuse-against-staff>

### **References**

Primary National Strategy. Developing and reviewing your whole school behaviour and attendance policy 2005 DfES 1735-2005PD5-EN

Key Stage 3 National Strategy Advice on whole school behaviour and attendance policy 09/2003 DfES 0628-2003 R

### **Appendices**

- Appendix 1: House Points Recording Sheet

- Appendix 2: PRIDE Values
- Appendix 3: Behaviour and Wellbeing Referral Form
- Appendix 4: Statement of Behaviour Principles

*This policy will be reviewed every annually unless there are changes to Behaviour and Wellbeing National guidelines.*

Signed by Chair of Governors: .....

Signed by Headteacher: .....

Appendix 1 - House Points Recording Sheet

Class Name \_\_\_\_\_

Week beginning \_\_\_\_\_

Class teacher \_\_\_\_\_

Name	Personal excellence					Respect and Friendship					Inspiration					Determination & Courage					Equality				
	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T
Pupil Name <i>Pupil House</i>																									
Certificate achieved:																									
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PRIDE and UNICEF Class Charter



### Personal Excellence

You have the right to a good quality education & the responsibility to work to the highest level you can



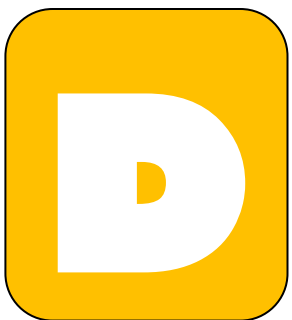
### Respect and Friendship

You have the right to your own friends as long as it is not harmful to others



### Inspiration

You have the right to explore and share your good work with others



### Determination and Courage

You have the right to reach your potential



### Equality

You have the right to your opinion & beliefs and the responsibility to listen to others





### Wellbeing Referral Form

<b>Pupil name:</b>	<b>Class:</b>	<b>Age:</b>	<b>Teacher:</b>
<b>Reason for referral:</b>			
<b>Observed patterns/ trends:</b>			
<b>Possible underlining reasons:</b>			
<b>Past Strategies:</b>			
<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>			
<b>Successes:</b>			
<b>Possible next steps:</b>			
<b>Agreed action:</b>			
<b>Date:</b>		<b>Review:</b>	

**Written statement of behaviour principles**

- Every pupil understands they have the right to feel safe, valued and respected, and learn free from the disruption of others.
- All pupils, staff and visitors are free from any form of discrimination
- Staff and volunteers set an excellent example to pupils at all times
- Rewards, sanctions and reasonable force are used consistently by staff, in line with the behaviour policy
- The behaviour policy is understood by pupils and staff
- The behaviour policy explains that exclusions will only be used as a last resort, and outlines the processes involved in suspensions and exclusions.
- Pupils are helped to take responsibility for their actions
- Families are involved in behaviour incidents to foster good relationships between the school and pupil's home life

The governing body also emphasises that violence or threatening behaviour will not be tolerated in any circumstances.

This written statement of behaviour principles is reviewed and approved by the full governing body every year.