



Skegby Junior Academy Behaviour Policy and Protocol

REVIEW PROCESS	
REVIEWED	September 2024
REVIEWED	September 2025
NEXT REVIEW	September 2026

At Skegby Junior Academy we believe in promoting positive behaviours and rewarding children who work hard to follow our Golden Rules (Code of Conduct) and even exceed them. To do this we use a variety of things including, specific praise, Class Dojo and class rewards, which could include extra break, visiting the animals or a class activity as an example.

Implementation

Staff are trained to implement this policy during annual safeguarding training, and any issues throughout the year are addressed at weekly staff briefings.

Teachers explain to the children this policy and our behaviour expectations at the start of each half term; this is also addressed by the Principal, in assemblies, throughout the year. The school's golden rules are referred to as part of our principles of teaching and learning.

The Golden Rules and the Traffic Light System (see below) are displayed in all classrooms and around school so they can be referred to as and when necessary.

The Golden Rules (Code of Conduct)

1. We use appropriate language.
2. We are honest.
3. We use kind hands and feet.
4. We follow instructions first time.
5. We try our best.

The Traffic Light System



Green (is Good)

- Each child will start the morning and afternoon on **Green**. Their name will be displayed in class on the **Green**.
- They will remain there if they follow the school's Golden Rules.

GOLD (is Great!)

- Children who remain on green and go above and beyond expectations will move their name onto gold.
- Every time a child moves onto gold they will receive a golden ticket to put their name into a prize draw which will be drawn at the end of each week. The winner will choose a prize from the Principal.

- Where a whole class achieve gold they receive a class reward decided by the class teacher.

Warnings and Amber.

- Children will receive a verbal warning if they are not following our Golden Rules. This might be for misusing equipment; being off-task; shouting out inappropriately; distracting others etc.
- Simply, if a child is breaking the school's Golden Rules they will receive a warning.
- If they continue and do not change their behaviour they will then have to move their name down to **Amber**. If a child remains on amber they will lose 2 minutes of their breaktime to discuss expectations with the class teacher.
- There will still be an opportunity to turn their behaviour around and move back to **Green**.

Red

- If a child is moved to **Amber** and does not change their behaviour they will have to move to **Red** and lose ten minutes of their breaktime (either morning break or lunchtime, depending on the time of the incident).
- A member of SLT will be informed and the child spoken to.
- Repeated incidents will result in the loss of an increased number of breaktimes.

Moving straight to Red

- A child will be moved straight to red for any acts of swearing, violence, racism, sexual harassment or acting in a manner that puts themselves or others at risk of harm. This sends out a clear message that this behaviour will not be tolerated.
- This will be recorded on CPOMs, as more than low level behaviour,
- A member of the Senior Leadership Team will be notified about this. The child will lose their break time.
- Further action will also be taken by the SLT and a consequence/sanction will be decided upon, according to the individual needs of the child and the severity of the behaviour.
- If a child breaks the Forest School rules for being unsafe, they will move to red and they will automatically lose the following week's Forest School session.
- Parents/carers will be notified by Class Dojo, phone call, or at an appropriate time. Where possible it will be done during the same day as the incident was reported.
- If the incident is serious a child will be given a suspension or exclusion – please refer to the GAT Behaviour and Exclusions Policy.

Black

- Once on **Red**, if a child's behaviour persists, they will be asked to move their name to black and visit a partner class for ten minutes with a reflection sheet, where they will observe and record the positive behaviour they observe.
- They will spend their breaktime with a member of SLT and discuss their behaviour and reflections.

Behaviour at Break or Lunchtimes

- Expectations of following the Golden Rules at breaktimes is discussed weekly with the children, to ensure they understand our Golden Rules and the consequences for breaking these.
- Members of SLT are present at lunchtime (One on the playground and one inside) as a point of contact.
- If a child breaks the school's Golden Rules, they miss the following days breaktime and spend this with a member of SLT. This means that a child misbehaving at morning break, will miss the following morning break or if a child misbehaves at lunchtime, they will miss the following lunchtime break.

Internal Seclusions

- Parents will be informed where a child's behaviour/actions has resulted in an internal seclusion. This will also be logged on CPOMs.
- Any child who has an internal seclusion will work with a member of SLT or in another classroom and lose their break times for that day. A discussion about their behaviour will take place with the class teacher and SLT before the child re-joins the class.
- If a child is in seclusion they will be supervised constantly by an adult and complete the work that is planned for that day.

Rewards and Sanctions

- The whole system is focused on rewarding positive behaviours.
- Children who demonstrate positive behaviour are rewarded by a variety of ways. For example, being given extra break time, be mentioned in our Special Mentions Assembly, receive individual certificates/stickers or have a positive Dojo message sent home informing Parents/Carers.
- Sanctions are in place for those children who choose to not follow our rules in line with our behaviour system. This includes missing playtimes and internal seclusions etc. The sanction will be decided upon, according to the individual needs of the child and dependent on the severity of the behaviour, by the member of staff or SLT dealing with the incident.
- For incidents of a serious nature, the Principal may decide to suspend a pupil. This is in-line with the Trusts Behaviour Policy.

Positive Handling

Some staff members have had accredited positive handling training and can effectively use a range of holding interventions that are appropriate to the circumstances when a child expresses themselves through challenging, aggressive,

or violent behaviour. We hope that we do not have to implement these, but they will be used in extreme circumstances if they feel a child or adult's safety is a concern. Any incidents where a holding intervention is used must be recorded. This will be used in line with Greenwood Academies Trust guidelines and principles.

Peer on Peer Abuse/Bullying

Peer on peer abuse/Bullying is not tolerated, and we treat it as a whole Academy issue. All members of teaching and non-teaching staff have a responsibility to ensure that pupils are able to learn in a non-threatening environment. To do this we follow a very clear and concise Anti-Bullying Policy. SLT ensure any child experiencing peer on peer abuse/bullying will receive the appropriate support. The Academy also has an Anti-Bullying Committee, 'The Kindness Crew', to raise awareness, support children and promote positive behaviour. Please refer to KCSIE for details of the different forms of peer-on-peer abuse.

Equality

It may be necessary to make reasonable adjustments to this policy in relation to a child's SEND status or their protected characteristics.

Behaviour outside school hours/off the premises

Behaviour and Discipline in Schools – Advice for Headteachers and School Staff, January 2016, outlines that schools have the power to address pupils' conduct outside the school gates. The Senior Leadership Team may feel it is necessary to discipline children in line with the Academy policy for behaviour outside school hours.

Mobile Phones

Pupils are allowed to bring their mobile phones to school, if they walk to and from school without an adult. Phones should be turned off when on site and given to the appropriate member of staff, at the beginning of the school day.

Phones may be collected at the end of the school day. Any child found to be using a mobile phone on site will have it confiscated, and a parent contacted to collect the device.

Any incident, reported to staff, involving mobile phones, social media etc which puts the safety and well-being of a pupil/pupils at risk will be investigated in line with this behaviour policy and sanctions put in place. Incidents may also be reported to the Police and Social Care.

Items from Home

Children are not allowed to bring in any items from home, including toys, unless requested by a class teacher or special permission is granted by the principal. Any item brought in will be taken to the principal's office and collected at the end of the school day.

Prohibited Items and Behaviours

As outlined in the GAT Pupil Behaviour and Exclusions Policy, the following items are prohibited in the Academy:

- Knives or weapons

- Alcohol
- Illegal drugs and paraphernalia
- Stolen items
- Tobacco and cigarette papers
- Vapes
- Fireworks
- Pornographic images
- Any item that has or is likely to be used to commit an offence, cause personal injury (physical or psychological) or damage to property.

The Greenwood Academies Trust does not encourage the use of force, but a member of staff may use reasonable force to carry out a search for a prohibited item as listed above. Should this be necessary, staff will follow the DfE's Searching, Screening and Confiscation guidance.

Logging of Incidents and Monitoring Behaviour

Members of SLT conduct daily learning walks and will speak with all children who are not on green or gold regarding their behaviour to reiterate expectations and address behaviour.

Behaviour incidents greater than low level disruption is recorded on CPOMS so that it can be monitored and intervention, if necessary, put in place.

Where SLT involvement has been required, the incident will be put on CPOMS and parents informed.

Peer on peer abuse is logged on CPOMS.

Incidents are monitored by the Principal and SLT to ensure behaviour improves or to identify a change in a particular child's behaviour. Specific interventions will be implemented at this point.

Suspensions and Exclusions

The GAT Pupil Behaviour and Exclusions Policy will be adhered to in all aspects of suspensions and exclusions. The Principal will liaise with the Education Director in order to the GAT procedures are followed.

After a suspension, a reintegration plan will be put into place at the reintegration meeting with parents/carers and a review date agreed.

Communication with Parents and Carers

Both positive and negative behaviour is communicated to parents/carers using Class Dojo, texts, phone calls or face to face at the end of the day. Parents/carers are informed of suspensions and exclusions by phone, and they are then given confirmation and further details in writing.

Reviewing and Monitoring of this Policy

The policy is reviewed formally, at the end of the academic year, by SLT. It is monitored constantly to ensure that staff are using it fairly and consistently. Pupil voice is taken into consideration via the School Council and the Kindness Crew. Any changes needed will be discussed at staff briefings and communicated to the children in assembly.

