

Golden Rules

We expect all of our learners to follow the Golden Rules noted below.

- *We are gentle*
- *We are kind and helpful*
- *We are honest*
- *We work hard*
- *We look after property*
- *We listen to people*

These are promoted by everyone to encourage positive attitudes and allow us to work in harmony. We have reviewed our behaviour management procedures in light of various incidents last session and the following systems will be in place.

Golden Time

Golden Time is a reward system and is used by every class but our learners have to earn it. Golden time is usually given as a 30/45 minute session at the end of the week. Learners can lose Golden Time in minutes but can earn it back. If they haven't earned it back they have 'time out' during Golden Time and watch a timer until their deducted time is used up.

Sun, grey and black cloud system is used in the early stages classroom to give a visual reminder for behaviour management. Everyone starts on the sun and can get moved on to the grey then to the black cloud if behaviour is not appropriate. A verbal warning is given followed by a formal warning then 5 minutes of Golden Time is lost.

Expectations

The expectation is that all learners will behave appropriately in school but for the minority who find this difficult to achieve consistently we will implement the following procedure:

- Room 4 (Reflection Room) will be used as a 'time out' area for those learners who disrupt the class. This allows them a cooling off period before they rejoin their class.
- There will also be the option of going into another class to allow time for settling down if room 4 is unavailable. Parents will be informed by letter if their child has spent time in room 4 or another class and the parent will be expected to sign and return the letter.
- If the behaviour is totally unacceptable there will still be the ultimate sanction of an exclusion/cooling off day in place. If this happens parents will meet with the Head Teacher at 9am before the child's return to class.

Violence and aggression forms will be completed by staff when any child displays verbal, physical or threatening behaviour towards them. In the event of a child leaving the school building we have to implement the following procedure as staffing levels have been reduced. There will be a:

- Phone call home - if unavailable
- Emergency contact ~ next
- Police/Social Work ~ last

Should unexpected circumstances occur when the Head Teacher is out of school, Mrs Allan and Mrs Morrison will share responsibility for following the protocol.

Positive Behaviour

To help us achieve positive behaviour at all times we have introduced a 'lining up' system at each bell. All classes can drop bags off outside classrooms at the start of the school day then go out unless the weather is very wet. When the bell goes they will line up in designated areas until their teacher comes to take them in. This will also happen after the interval and lunch time bells. Unacceptable behaviour during break times will lead to 'grounding' when pupils will not be able to go out with the others.

We have a 'line up' system for going to the canteen and everyone has to be quiet and settled before going for lunch.