



THE DOWNS

MALVERN COLLEGE PREPARATORY SCHOOL

Behaviour Policy

Overriding principles.

- This policy should be read in conjunction with the school's code of conduct (PG 6) and the restraint policy (PG 11)
- All pupils and staff have the right to be respected.
- Unacceptable behaviour patterns can be changed.
- Good discipline is best promoted by purposeful learning.

At the school we aim to provide;

- Good adult and peer role models of caring, cooperative behaviour.
- Positive reinforcement of good behaviour.
- High expectations of pupils' behaviour.
- Celebrations of a wide range of achievement.
- A staff who demonstrate the responsibility for maintaining a good standard of discipline and promoting the school's ethos of being a caring community, which helps pupils extend their skills and develop their talents.

The school expects every pupil to be;

- Truthful
- Polite
- Considerate
- Tolerant
- Trying to achieve the best standards they can.

Rewards.

There are a number of ways in which positive behaviour can be rewarded.

- The spoken word should not be underestimated. A simple "well done" or "great effort" can mean a huge amount to a pupil
- Stars can be given for anything perceived as good by a member of staff. This can be child related (on occasions a child may be awarded a star where a star would not ordinarily be appropriate) Stars can be given for good work, helpfulness, politeness, effort or any other positive contribution to the life of the school.
- On rare occasions 2 stars can be awarded for exceptional performance or contribution. Stars are recorded in the pupils' prep diaries and are signed by the tutor and parent which should bring further congratulation. All stars count towards a termly house competition.
- Pupils who perform extremely well can be asked to report to the Headmaster for congratulations. The Headmaster may award a 'Headmaster's certificate' which is presented in assembly.
- Senior pupils can be awarded 'colours' in sport, music, drama and art for exceptional performance over a period of time.
- Prizes are awarded in a large number of disciplines at the end of each school year.

Sanctions

It must be realised that from time to time pupils will make mistakes and this should be seen as a natural part of the process of learning and growing up. **At no time will corporal punishment, physical punishment or**



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humiliation be used as a sanction in this school. All staff must ensure that any sanctions used are proportionate and take into account the context of the issue and personalities involved in the incident that they are dealing with. It is not simple, nor is it desirable, to produce a list of ‘offences’ and related sanctions but the following shows a progression and examples from minor to more serious problems that might occur.

‘Unacceptable behaviour’

- Late for lessons and appointments
- Late Prep or poor quality prep
- Failure to bring equipment to lessons
- Running in corridors
- Low level disruption in lessons

These should be dealt with by the teacher immediately responsible for the pupil at the time. Lateness for formal registration will be recorded and put on the end of term report to parents. Sanctions for such issues should be low level and where possible immediate. A debit can be recorded in the pupil’s prep diary and this will be signed by the tutor and parent so that all are kept informed. A pupil receiving 4 debits will receive a Saturday morning detention of 75 minutes instead of one of their hobbies. Pupils can also be asked to repeat poor work or carry out helpful tasks in their time.

‘More serious issues’

- Continued or repeated occurrences of the above.
- Rudeness.
- Disruption of classes.
- Unpleasant behaviour to another child.

The form teacher should be informed as should the Deputy Head. Any sanction will be decided after discussion between the relevant staff. These sanctions will be recorded in the sanction’s diary in the staff room which is checked weekly by the Headmaster and any patterns noted. Parents may be informed at this level depending on the circumstances.

‘Unacceptable issues’

- Continued or repeated occurrences of above
- Bullying (including Cyber)
- Theft
- Dishonesty

The Deputy Head will be informed and if necessary the Headmaster. Parents will normally need to be involved and support offered. A range of sanctions will be discussed and these may include temporary or permanent exclusion (see policy for exclusion HG2). Internal suspensions and report cards are also options. Wherever possible these sanctions will be used with the support of the parents. All sanctions used will be recorded in the Sanctions diary and, in the most serious incidents, in a case file in the Headmaster’s filing system.

APR April 2009