

Rewards & Sanctions Policy (C4)- Part II (Pre-Prep)

1. Introduction

This policy lays out the specific procedures in place to manage behaviour at Fulham Pre-Prep. It should be read in conjunction with the Behaviour, Rewards and Sanctions Policy Part I: Whole School and associated policies. The basic principles of consistently following Fulham Core Values, principles of Health and Safety and the Rule of Law are at the heart of our approach, with high expectations consistently enforced by all teachers towards all in our community.

At Fulham Pre-Prep we follow our core values that drive all we do:

- Embracing innovation and enquiry
- Responsible decision making
- Universal wellbeing
- Global responsibility

2. Promoting Good Behaviour

All teachers encourage responsible decision making by working with the children at the start of the academic year to establish classroom codes which are based on rights and responsibilities within the classroom setting and the Fulham Pre-Prep Behaviour Code (Appendix 1). Playground rules are also clearly established and consistently applied.

We endeavour to minimise confrontation and use positive corrective practice by balancing the language of discipline with the language of encouragement, intervening calmly and where possible dealing with issues privately, with the individuals concerned.

We recognise the importance of working in partnership with parents on the very important issue of behaviour management. We ask that parents read this policy and ensure that the school codes are agreed and understood.

3. Rewards

Children are rewarded in a variety of ways for effort, work and behaviour including praise (verbal or written), stickers, visits to the Head and individual class reward systems.

- Houses: Every child is encouraged to see belonging to a House as a responsibility as well as a form of pastoral support. Termly House meetings allow children to meet to discuss how they can behave and perform to support others in their House and accrue rewards for common benefit and to promote universal well-being.
- Every child has the opportunity to gain points for their House (Bishops, Crabtree, Hurlingham and Peterborough). House Points may be awarded for good practice, behaviour or work. These are totaled each week and weekly winners are announced at Assembly. A running total is held for the year.
- Each class has a 'wow' wall where achievements are shared.

- Each class also shares their good behaviour, work and attitude in a 'Golden Book Award', which takes place every three weeks, and there is a termly awards ceremony where lapel badges are presented for numerous good behavior categories.
- Staff may nominate children for 'Secret Letters Home' via a book stored in the Staff Room. Outstanding examples of behaviour or achievement are then rewarded with a card home prepared and sent by the Headteacher.

4. Discouraging Negative Behaviour

Children are encouraged to discuss and understand consequences for disappointing behaviour. When rules are broken we emphasise the need to make amends and for reconciliation. We promote accountability and responsibility for our own behaviour. Children are encouraged to reflect, apologise and consider how they can put the matter right. Each child knows that there are consequences for misbehaviour and these are fair and consistent. As far as possible consequences show direct relation to the negative behaviour itself.

Parents are informed of any serious or continuing incidents occurring in school.

Children are involved in producing classroom rules which are negotiated by class teachers and children at the beginning of the new school year. Each class draws up their own set of rules, which are displayed in the classroom.

5. Sanctions

Staff upload the details of children whose behaviour is of concern on to iSAMS. Patterns are then identified and investigated and strategies devised for repeated sanctions.

Weekly summary of Awards & Sanctions

The headteacher sends out a weekly summary of awards and sanctions (from an iSAMS report) to staff, so that Form teachers and Heads of Year have an overview of specific awards and sanctions from the preceding week. In this way, the FT or HoY knows to commend or speak to a particular child about any issues as appropriate.

Appendix 1: Fulham Pre-Prep Behaviour Code

We will:

- Work hard and always try our best
- Speak kindly and treat others with respect
- Play in a friendly, safe way
- Always tell the truth
- Remember that swearing is unacceptable
- Walk quietly around the school
- Respect all adults working in our school
- Leave toys and jewellery at home
- Respect each other's property
- Be in charge of ourselves and be willing to say sorry

Appendix 2: Fulham Pre-Prep Playtime and Lunchtime Outdoor Play Guide

- Pupils are encouraged in their development of skills of universal decision making by considering how their play may affect the safety and enjoyment of playtime for others.
- Pupils are encouraged to be polite and well-mannered at all times during play and unacceptable language will not be tolerated
- All children are required to ask permission from the duty staff to go to the toilet or to go inside the school for any reason
- All the children are required to stay within the boundaries e.g not on the Science/Art room or fire exit stairs, near bins, scooters or bike storage area.
- Children are expected to wear full school uniform together with any appropriate clothing for the season
- It is the responsibility of the staff member on duty to make decisions about appropriate outdoor clothing and wet play arrangements in addition to alerting class teachers to any examples of disappointing behaviour.
- Pupils are discouraged from lifting or carrying of other children for health and safety reasons

Appendix 3: Procedure to deal with biting

When a child either bites another child or a member of staff the following policy should be implemented in order to deal with the situation effectively.

- 1) The victim should be inspected immediately for any visible injury by the staff member present and then by the Primary First Aider. The Primary First Aider will treat any unbroken skin injury with a cold compress to alleviate any swelling. If there is a broken skin injury a non-alcoholic wipe will be applied until any bleeding has subsided, then a suitable dry dressing used to cover the wound. The incident should be recorded on an incident form as soon as possible and should then be reported to the Head.

- 3) The parents or guardians of any injured child should be informed at the first available opportunity by the Primary First Aider or in their absence the class teacher without disclosing the name of the child responsible, which remains confidential. They should be reassured that the situation is being dealt with appropriately.

- 4) Recurrent biting :If a child continues to bite and intervention from all parties is not altering the behaviour it will be at the discretion of the Head or Executive Team of Fulham School to decide if the child should be excluded in order to protect the remaining children. Procedures to deal with serious conduct will be applied: see Behaviour, Rewards and Sanctions Policy Part I: Whole School.