



BEHAVIOUR AND DISCIPLINE POLICY

BEHAVIOUR AND DISCIPLINE

Aims

- q To have a whole school behaviour policy supported and followed by the whole community - parents, teachers, boys and governors - based on a sense of community and shared values.
- q By applying positive practices, to create a caring atmosphere in which teaching and learning can take place in a safe and happy environment.
- q To teach values and attitudes as well as knowledge and skills.
- q To promote in the boys responsible behaviour, initiative, self-discipline and a respect for themselves, for others and for possessions and property.
- q To encourage good behaviour - rather than simply punish bad behaviour - by providing a range of rewards.
- q To distinguish between instances of minor and more serious misbehaviour.
- q To treat problems when they occur in a caring and sympathetic manner.

Boys' Code of Conduct (Drawn up by the boys and revised in January 2008)

- We, as members of Shrewsbury House School, should show respect and be polite to all members of the school community.
- We should behave well in class and listen carefully.
- We will do our utmost to ensure that there is no bullying, in any form, at SHS. If we do have a problem with another boy we should tell a teacher as soon as possible and try to sort things out quickly, never resorting to fighting.
- We must not swear or say anything which could hurt another's feelings.
- We should treat all facilities and equipment respectfully.
- We should respect each other's property and possessions, never stealing or hiding them.
- We shall keep within the parts of the school where we know we are allowed to be.
- We should always behave well on minibuses. We must remain seated with our belts on and do nothing that could distract the driver, such as shouting or throwing things.
- We must wear the correct uniform and ensure we are smartly dressed and presented, including our hair. No jewellery, other than watches or religious necklaces, should be worn.
- When attending lessons or activities at school we will do all we can to organise ourselves and ensure that we are equipped and on time.
- We should never run in the school buildings.
- We must always use the computers for educational purposes and not abuse the privilege of having them. We should abide by the computer rules in place.
- We must not bring mobile phones, mp3 players, or other electrical leisure items into school, unless given express permission.

- Unless authorised by The Headmaster, the only food and drink we may bring into school, or have brought to school events, are: fruit, sandwiches, bottled water or fruit juice. Definitely no sweets, crisps, biscuits (including cereal bars) or fizzy drinks except water.

This code of conduct has been produced thinking about how we can make our school as happy a place as possible and a good environment in which to learn.

These rules have been made by us at Shrewsbury House School.

I agree to do my best to follow this Code of Conduct

Signed Date.....

INVOLVEMENT OF PARENTS AND GUARDIANS

Parents and Guardians who accept a place for their child at the school undertake to uphold the school's policies and regulations, including this policy. They will support the school's values in matters such as attendance and punctuality, behaviour, uniform/dress and appearance, standards of academic work, extra-curricular activities and homework/private study.

The Head for his part undertakes to apply any sanctions fairly, and, where appropriate, after due investigative action has taken place. Sanctions may undergo reasonable change from time to time; but will not involve any form of unlawful or degrading activity. In accordance with the law there is no corporal punishment allowed by the school.

Rewards and Sanctions

We see the basis of all good discipline as being a firm but fair staff who set a good example and who are genuinely interested in the boys and their achievements. Praise from staff should be a reward in itself. Similarly staff disapproval should be a punishment in itself. Additionally, of course, there are other forms of reward and sanction. These are:

Pluses and minuses

Boys are given pluses for doing things well and minuses for minor misdemeanours. Pluses should be a reward in themselves, and minuses a punishment in themselves - they are expressions of the staff's pleasure or displeasure.

The boys are divided up into Houses with brothers in the same House. A boy's pluses and minuses go to the House. House scores are read out in Assembly and published in the Newsletter each week. There is a keen sense of competition for the Plus and Minus Cup. Furthermore boys who reach a score of +50 in an academic year are presented with a book ("a plus prize") in Assembly. Thereafter, during an academic year a boy may gain further plus prizes for every extra +75 total he achieves.

Other rewards

- Ø Prizes are awarded at Speech Day for attainment and for effort.
- Ø Colours are awarded to a boy who has achieved a strong standard in a major non academic pursuit. Colours for sport are awarded to those boys who, in

the opinion of those who coach them, have achieved a strong first team standard in a particular sport, added to which, inevitably, a boy must have worked well in practice, been keen to learn and coped bravely and determinedly with the ups and downs that are a part of any sport. Colours in other activities are given for the same attitudes as for sport and a high quality standard.

- ∅ Good work is displayed in the school.
- ∅ Achievements are noted and praised in Assembly.
- ∅ Merit badges are given to boys who score all Bs or better in the academic subjects on their work card. They are held only for the period of the work card.
- ∅ Senior boys who have shown responsibility are given a prefect's badge to wear for half a term.

Sanctions

Boys are made aware that they are responsible for their own actions and that breaking rules will lead to punishments. Apart from minuses, sanctions include verbal reprimand and reminder of expected behaviour, loss of free time, letters of apology and loss of responsibility. There are also:

Copies

Boys whose poor behaviour merits a more serious punishment than a minus but is not so serious as to merit being sent to the Head/Deputy Head is set a "copy". This is a written piece of information copied in the boy's best handwriting.

Monitoring forms

A monitoring form is given to a boy whose attitude or approach (usually to his work, but sometimes around school) has been below expectations and is in need of improvement. Hence, an even closer scrutiny of his effort, attitude, attainment and involvement is needed.

Detention

Detentions are given for serious misdemeanours. They take place during the school day at a time decided by the Head. Only the Headmaster may award a detention.

Suspension/Permanent Exclusion

Suspension or Permanent Exclusion may be used where a boy's action or attitude endangers other boys or, in the reasonable opinion of the Headmaster, is undermining or unacceptable. Only the Headmaster may suspend a boy. Permanent Exclusion may only be used by the Headmaster with the Chairman of Governors' agreement.

PERMANENT EXCLUSION POLICY

INTRODUCTION

The School has the legal right to impose reasonable sanctions if a pupil misbehaves. Physical punishment is illegal and no corporal punishment is used at the school. The Discipline and Exclusion Policy applies to all school premises including the grounds and Almshouse Lane, behaviour in the vicinity of the school, on trips and visits, school minibuses and also applies to any behaviour likely to bring the school in to disrepute.

All staff are expected to encourage good behaviour and respect for others in pupils, and to apply all rewards and sanctions fairly and consistently.

STANDARDS OF BEHAVIOUR

The school expects high standards of behaviour. All staff are expected to promote self-discipline amongst pupils and to deal with any unacceptable behaviour.

Through regular discussions with staff, including within staff meetings the school endeavours to ensure that staff apply all standards consistently and fairly

Sanctions that the school might use include: a reprimand, a minus, a copy, a letter to parents or guardians, removal from a class or group, loss of privileges, confiscation of a possession that is inappropriate in the classroom, detention, suspension or permanent exclusion. Permanent exclusion is a last resort.

REWARDS AND SANCTIONS

The staff aim to apply all rewards and sanctions fairly and consistently. None of the school's punishments will be degrading or humiliating.

Rewards

The rewards used by the school are outlined above.

Sanctions

Sanctions should be applied when rewards have failed, or where it is necessary in the circumstances to show appropriate disapproval.

All staff must seek to ensure that punishments are proportionate to the offence, and should enable pupils to make reparation where possible. As far as possible the sanction applied should be as constructive as possible.

WHAT BEHAVIOUR MERITS EXCLUSION?

Examples of such behaviour include

- Drug abuse
- Alcohol abuse
- Bullying (including racist, cyber, sexist or any discriminatory bullying)
- Physical assault/ threatening behaviour
- Fighting/violence
- Improper behaviour towards a member of staff or pupil
- Racist abuse
- Sexual harassment/misconduct
- Theft
- Damage to property
- Persistent disruptive behaviour
- Gambling
- Fraud
- Using pornography
- Parental behaviour
- Any other behaviour that is illegal under English law.

A record is kept by the director of pastoral care and discipline of any of the above serious disciplinary incidents. It is the policy of Shrewsbury House School to keep all our pupil sanction records securely until your son has reached the age of 20.

EXCLUSIONS

Only the Head can exclude a pupil and in the case of a permanent exclusion, only with permission from the Chair of Governors.

Parental Co-operation

Parental co-operation forms part of the contract between the school and all parents of pupils at the school. A refusal to abide by the terms of sanction or exclusion may be considered a breach of contract.

Appeals

Parents are entitled to appeal to the governing body against any permanent exclusion. A letter stating the intention to appeal should be sent to the Clerk to the Governing Body at the school. A hearing will be set up as quickly as possible, but within 10 working days (within term time) at the latest.

The governors' decision is final.

CORPORAL PUNISHMENT AND RESTRAINT

In accordance with the law there is no corporal punishment allowed by the school. However, if authorised by the Head, a teacher, or other member of staff, may use 'reasonable force' to prevent a pupil from:

- committing an offence;
- causing personal injury or damage (including to themselves); and
- engaging in any activity prejudicial to the maintenance of good order, whether during a lesson or at any other time.

INVOLVEMENT OF PARENTS

Parents will be involved in discipline cases as appropriate.

Parents are also encouraged to support good behaviour and positive habits in their children.

INVOLVEMENT OF STAFF

The working of the school's policies and procedures will be discussed regularly at staff meetings. Staff will also be involved in discussions with pupils in form/tutor group time.

Staff will also be called upon from time to time to identify problems that may be behind any bad behaviour, and to suggest possible courses of action. Training in behaviour management will be provided informally and on occasion formally.

INVOLVEMENT OF PUPILS

Discussions in Form/tutor group time will reinforce the above.

The Special Educational Needs Co-ordinator (SENCO) will ensure that the needs of Special Educational Needs pupils and those with learning difficulties and/or disabilities are properly taken into account.

EQUAL OPPORTUNITIES

All rewards and sanctions must be applied fairly and consistently and in accordance with the school's equal opportunities policy.

COMPLAINTS

We hope that you and your son do not have any complaints about the operation of our Discipline and Exclusion Policy but copies of the school's complaints procedure are available on the website.