

# **Bradford Grammar Junior School**

## **Behaviour Policy: Rewards and Sanctions**

### **Policy Document**

## **Behaviour Policy: Rewards and Sanctions**

### **Rewards**

#### **Aims**

**Rewards are a vital part of ensuring our pupils achieve the aims of the school.**

Rewards aim to:

- express approval of good work and behaviour
- give encouragement
- reinforce good examples of "citizenship"
- cultivate good behaviour
- recognize achievement
- positively reinforce the school rules

#### **Organisation**

There is a variety of ways of rewarding pupils, some of which are:

- through conversation with the pupil(s)
- publicly in assembly celebrating achievements in and out of school
- presenting certificates in assembly
- presenting the Headmaster's gold awards in assembly for good work and behaviour
- use of a celebration book that 'finds the good in everyone'
- awarding house points that go towards the House Trophy
- smiley face/ certificates presented to Year Two and Three pupils
- the sending of a post card to the pupil of the week (in Year 3).
- the sending of a post card from the headmaster to a pupil who has done something exceptional both in or out of school
- giving merit marks at the end of term, for academic work, which contribute towards the Horsley Trophy
- putting comments in books or on paper after marking
- awarding prizes at the end of the year which are presented at prize-giving
- presenting trophies for sporting achievement
- presenting music trophies from the House music competition.

- teachers may reward children in other individual ways

Each week staff will record one or two pupils they have taught during the week who have, in some way, demonstrated they are following school rules or have helped another pupil and generally shown good citizenship to others. Every effort should be made to ensure different children are chosen each week so that there is something positive to praise about every pupil. By looking back at previous weeks, it will be possible to see whether a child has been identified already that half term. In this way the school rules are constantly being reinforced throughout school. Children who are in the book will receive a special Headmaster's award.

The Horsley Trophy is awarded at the end of the autumn and summer terms to the house with most merit marks. These are given to children who achieve high marks in each subject (term and exam). They may also be given to girls and boys who have made particularly good progress during the term.

The House Trophy is presented at half-term in the autumn and spring terms and at the end of the summer term, to the house with most house points. These points are given to acknowledge citizenship, achievement and effort in sport, consistent effort over a period of time, good quality of work or other valid reasons.

Pupils carry an individual house point card and teachers use this to award house points. Each week during house meetings these points are transferred onto a house record sheet and it is from this that the house point totals are taken. Pupils in Years Two and Three also contribute to the house point system. They are awarded smiley faces for work, behaviour, attitude and keeping the school rules. Three smiley faces equate to one house point. Form teachers total these and they are then added on to the whole school house point register.

### **Year 3 Rewards**

Star of the Week Postcard – Each week a child is chosen from J3 to be Star of the Week. This can be awarded for work in lessons, manners, school rules, being helpful, good friend, etc. A postcard is then sent home so parents are aware of their child's achievement. The children are told they are Star of the Week in a J3 mini assembly held on a Thursday afternoon. They are

presented with a Star of the Week badge and we share with everyone the note written on the postcard.

Smiley Face Chart - Each child has their own smiley face chart which they look after and are responsible for keeping safe. They collect smiley face stickers for excellent work in lessons. At the end of the week they count how many smiley faces they have and then we convert them into stars and these are displayed in the classroom. When a pupil has got a certain number of stars, they then receive a bronze, silver or gold certificate.

## **Sanctions**

**The school does not use any form of corporal punishment.**

In Clock House we aim to foster a positive environment where all children are safe and happy.

Much of the following is not applicable to the vast majority of children in Clock House who, after being gently reminded of the school rules, want to do better.

## **Aims**

Some of the aims of applying sanctions are:

- to attempt to correct unacceptable behaviour
- to reinforce the school's standards and expectations related to academic work
- to express disapproval
- to define parameters
- as a deterrent

## **Organisation**

Some situations in which sanctions need to be applied:

- unacceptable behaviour
- bullying
- consistently handing in poor quality work
- lack of discipline in completing homework on time
- laziness
- lack of respect for the property of the school or of other pupils
- lack of respect for others
- theft

The sanctions which are applied depend on the nature of the incident involved and the age of the child. Generally the punishment should suit the crime so that children who have created a mess or dropped litter should be asked to tidy the classroom etc. Sanctions may include one, or a combination, of some the following:

- removal of privileges, for example not being allowed on the playground

at break times or not being allowed to be a monitor or hold other positions of responsibility

- completing extra, or alternative, work
- tidying the school
- being placed on a formal detention over one or two lunchtimes
- a blue star being placed on the pupils personal House Point card which deducts 5 house points from their house total, see below

Or in serious cases:-

For more serious offences, bullying, consistently poor effort or a poor attitude to work and homework a full detention should be set. A pro-forma letter is completed explaining to parents the reason for the detention, its date and time (see Headmaster's secretary for letter). Two copies should be taken; one copy should be placed in the pupil folder and one in the detention folder kept in reception. Parents have to return a signed reply slip acknowledging receipt of the letter. It is advisable to contact parents by phone to tell them of the detention prior to the letter being sent home. Names should also be entered in the detention folder in the Junior School staff room. The signed reply slip should be kept in the pupil's file. Full detentions not only require the information to be sent home and filed, but also that work should be set over three lunchtimes. The detentions will be served in the Deputy Head's office.

Suspension or expulsions are seen as last resorts and it is hoped that problems can be resolved before reaching this point. Stealing in most cases will automatically incur a suspension. This allows time for reflection of the school, the pupil and their parents. Violent behaviour and persistent bullying may also lead to suspension.

There is close liaison with parents and they are informed by teachers of sanctions which have been applied, other than those involving minor incidents. Poor work, behaviour or homework issues can be monitored using the school diary which parents see and sign.

Parents are also informed in advance in writing about formal detentions. Detentions are recorded in a folder in reception and in the child's report folder.

Children who are placed on detention lose 5 house points for their house. A blue star is added to the child's personal card. The pupil is not identified as having a blue star in front of the other children but the teacher on duty in the House removes the five house points from the total.

## **Serious Incident Form**

This is to be filled in for **any** bullying incident (see separate policy on Anti-Bullying) or where it is felt an incident is of a serious nature. Data from these forms is then entered on the SIMS system. Further follow up meetings are arranged with the pupil to ensure that the situation is being carefully monitored.