



HOLY TRINITY CATHOLIC PRIMARY SCHOOL

Positive Behaviour Policy

Revised: March 2025

Date of next review: September 2026

Signed: M. Walwyn

Role: Chair of Governing Body

Adopted by the Governing Body: March 2025

At Holy Trinity Catholic Primary School, we aim to provide effective teaching in a secure and stimulating environment to enable our pupils to achieve their full learning potential. The aim of our positive behaviour policy is to assist us in creating an environment where teachers can teach, children can learn and good behaviour is celebrated.

We encourage children to follow the school rules by praising them for good behaviour and good learning. To encourage and promote good behaviour, attitude and work, we have devised reward systems which are consistently followed throughout the school. We are committed to praising children's efforts.

How we reward a Holy Trinity child:

Daily Rewards:

- Positive verbal praise from all staff and pupils that is unique to that particular member of staff.
- Dojos - using our online reward system for whole school
- Stickers, reward stamps and sticker charts.
- Class rewards systems and strategies.
- Showing their work to the whole class or another class.
- Classroom and corridor displays.
- Being sent to a member of SLT to show work or celebrate their excellent behaviour.
- Positive messages sent home via School Spider

As well as daily rewards, we also have weekly and termly rewards:

Weekly Rewards:

'Celebration Friday' Assembly

This assembly is the highlight of the week where the whole school gather to celebrate the week's achievements. Children are rewarded for excellent work, behaviour and living out our school values. The weekly awards assembly showcases good learning and behaviour and all children and staff look forward to this celebration. Children who receive certificates are able to sit in pride of place with members of staff. They also receive additional rewards in the form of dojos.

Merit Certificate:

Each week, teachers will award children with a Merit certificate. This will recognise children's achievements, attitudes, behaviour etc throughout the week. Class teachers will keep a log of all the winners each week so that winners can be monitored throughout the year. Children will sit on chairs next to school staff. Winning children also receive additional dojos.

Dojos

Throughout the day, teachers award children with Dojos. These can be awarded for a number of reasons such as excellent manners, always ready to begin lessons, helping others or taking an active part in the lesson. These Dojos are tallied up across the school year and prizes are given for every 50 Dojos achieved:

- 50 Dojos – Extra play
- 100 Dojos – Stationery
- 150 Dojos – £5 WHSmiths voucher
- 200 Dojos – Book from our book vending machine
- 250 Dojos – McDonalds meal
- 300 Dojos – £10 Smyths vouchers
- 350 Dojos – £15 Love to Shop voucher
- 400 Dojos – £20 Cineworld voucher
- 450 Dojos – Day out

Hot Chocolate Winners

Every Friday, one child from each class will receive the ingredients to make a hot chocolate at home. Winners will be recognised in assembly for their behaviour, kindness and impeccable manners.

Book Token Winner

In line with our values as a reading school, every week a child from each class will receive a book token to spend at our book vending machine.

Headteacher Postcard

The headteacher will send a postcard home to any child for excellent work, behaviour and/or living out our school values.

Mr and Mrs Potato Head

If a class receives 97%+ for their weekly attendance, then they will receive a piece for their Mr and Mrs Potato Head figures. These pieces will be built up over 13 weeks and the first class who completes their figures receive a reward afternoon.

Punctuality Pig

For every child who attends and is on time for the start of the school day, the class will receive 20p to add to their punctuality pig money box. This is accumulated over the course of the academic year and classes can choose to spend their winnings on whatever they like in the form of an end-of-year class party.

Termly Rewards

Attendance Reward

At the end of each term, we have a whole school Rewards Assembly where we celebrate outstanding attendance. The children can receive a 'Bronze' certificate for 1 full term of attendance, a 'Silver' certificate for 2 full terms of attendance and a 'Gold' certificate for 3 full terms of attendance. Children also win prizes with these certificates. Prizes include selection boxes at Christmas, Easter eggs at Easter and packets of sweets at summer.

Pupils also receive monthly certificates for full attendance across the month.

Holy Trinity Rules:

We have school rules so that we can ensure that all feel valued and respected and all children can learn to the best of their ability. We teach the children our rules from the time they start at Holy Trinity and it is **vital** that parents support us by encouraging their child to keep the rules in order to make Holy Trinity Catholic Primary School a happy and secure place of learning for all pupils and adults.

Rules:

At Holy Trinity, we adhere to **3** rules.

1. Play safe, work hard and have fun.
2. Respect everything and everyone around you.
3. Treat others as you would like to be treated.

Routines and Consequences:

At Holy Trinity Catholic Primary School, there is a clear procedure for dealing with children who choose to break the school rules.

Behaviour during lessons:

If a child chooses to break a rule we have a system of consequences. These are clearly understood by all the staff and children. Children who display unacceptable behaviours have three warnings issued displayed on the board. When children receive a second warning, the member of staff will have a private conversation with the child in order to turn their poor behaviour around. After a third warning, the child is put on "Reflection" which results in the child missing play times and/or lunchtimes. Children are asked to reflect on their behaviour and fill out a 'Behaviour Reflection Sheet' during their time in time-out. All behaviour incidents are logged on our safeguarding platform - CPOMs. This information is shared with the child so they know exactly what is being written in this document. If a child receives a reflection three times in any half term, parents will be informed.

On occasions a child who displays extreme behaviour can be put immediately on to reflection. In this case, parents will be informed via a phone call and then invited to meet with the class teacher or a member of SLT at the end of the school day. The details of the meeting will be recorded on CPOMS.

There may be occasions where the child may be asked to complete activities out of the classroom in specified area for agreed amount of time. If work is not completed the class teacher will either expect it to be done at lunchtime or send it home to finish.

Behaviour during lunchtimes:

The children are made aware that the same rules apply at lunchtime as they do at any other time of the school day. All members of the lunchtime staff follow the same procedure.

Occasionally children are referred to SLT if the misbehaviour is deemed serious whether in class or on the playground, for example in the following circumstances:

- Physically hurts another pupil deliberately.
- Swears or makes offensive remarks.
- Persistently verbally abuses another pupil or continues to call names
- Is very rude or aggressive to a member of staff.
- If the behaviour puts other children at risk.

An IBP (Individual Behaviour Plan) may be used to support a child's behaviour in class. This will be discussed with the class teacher, SENDCO, child and parent. It will be reviewed on a termly basis with the view that behaviour will improve significantly enough for the child to no longer need a behaviour support plan.

Children who continue to break the rules even after parents have been contacted may be the subject of an internal exclusion from their class for a day or more. They will be set work by their class teacher and work under the supervision of another teacher in another class. Parents will be notified if this occurs.

Learning Mentor:

Our Learning Mentor will address any barriers to learning. Sometimes this can be by challenging poor behaviour. This key role will involve supporting targeted children on a 1-to-1 basis or through small group, temporary interventions.

Other Adult Support:

Holy Trinity will also provide additional support through our outreach workers from OSSME, Quiet Place and Exploring Minds. Plans are put in place, agreed by child and parents and a course with specific targets takes place to assist the pupil and their family with any behaviour difficulty that has arisen.

Bullying:

- We do not tolerate any form of bullying whether physical or verbal.
- We encourage children to tell us if they feel they are being teased or hurt in any way as we are a "telling school".
- We always speak to the children involved and inform parents if it does not stop
- We do all we can to help the child who is being bullied.
- All incidents of bullying are recorded.
- Positive messages are delivered to the children throughout the academic year by their class teacher, learning mentor or members of the SLT.

- We invite external agencies such as Everton in the Community to deliver positive messages too

In the case of bullying the Headteacher will be informed immediately. (See Anti-bullying Policy).

Racist behaviour

- We do not tolerate racist behaviour in any form and will always challenge it.
- We will explain to children why it is not acceptable.
- Parents are informed immediately of such behaviour.
- All incidents of racist behaviour are recorded.

Physical Intervention

Staff have a duty of care for all pupils in the school and may, as a last resort, have to physically intervene in order to safeguard the welfare of children in their care. All staff are trained in Teach Team positive handling training and apply this if deemed necessary. (See Positive Handling policy)

Managed Moves:

Managed moves can be used as an alternative to permanent exclusion in situations where giving a child a fresh start in a different school is likely to be successful. In most cases, Managed Moves should be used when all other strategies have been exhausted.

Exclusions

At Holy Trinity Catholic Primary School, we try different strategies in order to help a child who finds keeping the rules difficult. However, the health and safety of other children and staff has to be our priority as well as the effective education of every class. If a child is affecting others' safety or education, we may have to exclude him or her from school, either for a fixed term, or in exceptional circumstances, permanently.

We do all we can to work with parents to prevent serious sanctions having to be used. If children have extreme behavioural difficulties, we would expect them to be on our Special Educational Needs Profile, have an Individual Education Plan and/or Pastoral Support Programme with targets and support for improvement. In the rare event that a child is excluded from school, where a fixed term exclusion is for more than five days, the Governors' Discipline Committee will meet to consider the exclusion. If a pupil's fixed term exclusion amounts to more than fifteen days in one term, the Governors' Discipline Committee will meet to consider the exclusions. Parents are informed of their rights to appeal in the letter notifying them of the exclusion. As soon as a decision to exclude a child is made, the parents or carers are contacted by telephone and are expected to collect their child from school immediately. The parents or carers are also expected to meet the Headteacher to discuss their child's behaviour before he or she returns to school.

How can parents/carers help the school?

It is very important that parents/carers always report concerns to the school via your child's class teacher, especially if they involve another pupil. It is not appropriate for parents to approach someone else's child or another parent about an incident that may have occurred in school. Matters should always be referred to the school for investigation so that appropriate action may be taken.

We provide courses or drop-in sessions for parents/carers who require additional support with behaviour at home.

We signpost parents/carers to all up-to-date information regarding social media apps, trending behaviours and relevant information which will help increase the health, well-being and safety of all pupils.

We signpost parents/carers to relevant external information which can help support their children outside of school.

We would like parents/carers to:

- Explain the rules to their child.
- Tell their child to seek adult help if they have a problem.
- Tell their child not to hit back.
- Tell the school if their child is worried about anything.
- Let the school deal with any problem rather than contact another parent.
- Read newsletters and other information so they know what is going on in school.
- Acknowledge letters/information that is sent home by signing and returning relevant forms.
- Be positive and praise their child for their achievements, however small.
- Support the school via the home/school agreements and accept the school's decision regarding rewards and reflections.

At Holy Trinity Catholic Primary School, we expect parental support to uphold our Catholic/Christian values. We know that with your help, we can achieve our stated aims so that all children and adults feel valued, respected and can work to the best of their ability.