



ROUGEMONT SCHOOL

BEHAVIOUR OF PUPILS: GOVERNORS' STATEMENT & SCHOOL POLICY

Governors' Statement of general principles

General

The governing body is charged with the duty to set the framework of the school's policy by providing a written statement of general principles relating to discipline, taking into account the needs of all pupils.

School Ethos

The governors expect the school to be a place where all individuals are respected and their individuality valued, where pupils are encouraged to achieve, where self-discipline is promoted and good behaviour is the norm.

The School's Moral Code

The governors expect the Head to instill the highest moral standards in the school, and to take appropriate action to see that such standards are maintained. In particular, the governors expect the Head to take firm action to deal with any cases of bullying or other anti-social behaviour.

School Rules

The Head will draw up and review annually a set of school rules that will:

- promote self-discipline and proper regard for authority among pupils
- encourage good behaviour and respect for others, and prevent all forms of bullying among pupils
- ensure pupils' standard of behaviour is acceptable
- regulate pupils' conduct

Rewards and Sanctions

None of the school's punishments must be degrading or humiliating.

The governors expect all rewards and sanctions to be applied fairly and consistently.

The governing body agrees that the following sanctions may be used in the school in appropriate cases:

- completion of work at home or extra work (in school or at home)
- carrying out useful tasks to help the school
- detention (in school hours or outside school hours, except that detention outside school hours requires notice in writing to be given to the pupil's parent or guardian at least twenty four hours before the detention)
- removal from the group/class or particular lesson
- withdrawal of break or lunchtime privileges
- withholding participation in educational visits or sports events which are not essential to the curriculum
- fixed and permanent exclusion

Responsibilities of the Head

The Head's role is to determine the detail of the standard of behaviour acceptable to the school, to the extent that this has not been determined by the governing body. The Head has the day-to-day responsibility for maintaining discipline in the school, which will include making rules and provision for enforcing them.

The Head has to:

- promote self discipline and proper regard for authority among pupils
- encourage good behaviour and respect for others, and to prevent all forms of bullying among pupils
- secure that the standard of behaviour is acceptable
- otherwise regulate the conduct of pupils

The School Discipline Policy

General

This policy puts into effect the governors' statement above.

Responsibilities

The Head

The Head's role is to determine the detail of the standard of behaviour acceptable to the school, to the extent that this has not been determined by the governing body. The Head has the day-to-day responsibility for maintaining discipline in the school, which will include making rules and provision for enforcing them. The Head has the authority to delegate responsibility for the enforcement of school rules to members of the school's teaching staff.

The Head has to:

- promote self discipline and proper regard for authority among pupils
- encourage good behaviour and respect for others, and to prevent all forms of bullying among pupils
- secure that the standard of behaviour is acceptable
- otherwise regulate the conduct of pupils

All staff are expected to encourage good behaviour and respect for others in pupils, and to apply all rewards and sanctions fairly and consistently. Well planned, interesting and demanding lessons make a major contribution to good discipline. Heads of Departments are charged with using their best endeavours to ensure that programmes of study and the methodology used in the Department are well thought out and of a consistently high standard.

Standards of Behaviour

The school will set high standards of behaviour and endeavour to encourage good habits of work and behaviour from the moment a child enters the school.

All staff are expected to promote self-discipline amongst pupils and to deal appropriately with any unacceptable behaviour.

Punctual attendance at school and lessons is required.

All absence must be explained and unexplained absence will be followed up.

It is understood that there will be variations in staff acceptance and tolerance of pupils' behaviour in class depending on the nature of the class and content of the lesson, but behaviour which does not allow constructive teaching and learning is totally unacceptable and all staff must ensure that such behaviour is not tolerated.

Through regular discussions at staff and school council meetings we shall endeavour to ensure that staff apply all standards consistently and fairly.

Rewards

Wherever possible staff should use their own reward systems to encourage good behaviour. The Infants, Junior and Senior Schools will have their own reward systems appropriate to the ages of their pupils. Golden Time and Privilege Time reward both at the end of each week.

The rewards used by the school are:

- Prizegiving - prizes for academic and sporting success, effort and general contribution to the school
- The Key Stage 3 Award
- Recognition Rewards for Prep School
- Positive comments on pupils' work and in pupils' organisers

Punishments

Sanctions should be applied when rewards have failed, or where it is necessary in the circumstances to show appropriate disapproval. The Rougemont Way underpins Prep School values and feeds into Golden/Privilege Time. See Appendix.

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.

The sanctions allowed by the governing body are:

- completion of work at home or extra work (in school or at home)
- carrying out useful tasks to help the school
- detention (in school hours or outside school hours, except that detention outside school hours requires notice in writing to be given to the pupil's parent or guardian at least forty eight hours before the detention)
- removal from the group/class or particular lesson
- withdrawal of break or lunchtime privileges
- withholding participation in educational visits or sports events which are not essential to the curriculum
- fixed and permanent exclusion

Involvement of Parents

Parents will be involved in disciplinary cases as appropriate.

Parents are 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 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 from time to time.

Involvement of Pupils

The School Council will be involved in reviewing the school's anti-bullying policies and procedures and in the school's programmes to reinforce self-discipline and positive work and behaviour patterns. Discussions in Form/tutor group time will inform the deliberations of the School Council.

Consultation

The Head will seek the widest possible agreement for this policy, and will report at least annually to the governing body on its implementation.

Equal Opportunities

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

Publication

The Head will publish the policy on the website for pupils, parents and staff.

The Policy should be read alongside the following:

- the School Rules
- the anti-bullying policy
- the complaints policy
- the Staff Code of Conduct