

### **The International School of Bucharest's Primary Positive Behaviour Policy**

The International School of Bucharest has high expectations of children's behaviour.

We expect all children to behave in a positive and thoughtful manner that reflects the aspirations of the school's mission statement. Respect is a key component of this and is the cornerstone of the Positive Behaviour policy document.

The policy is an integrated document recognising that no one area of school life is responsible for good behaviour and discipline. However, consistency by all staff in every area of school life, in the application of positive discipline is essential for the success of the Behaviour policy. Children need to be clear about behaviour expectations and the implications through rewards and sanctions of appropriate and inappropriate behaviour.

#### **Behaviour Expectations**

In the Foundation Stage, children are reminded of the appropriate behaviour through positive reinforcement; for most children the intrinsic desire to please and conform is adequate to manage behaviour; very occasionally it may be necessary to enforce 'time out' from an activity to remind children of our expectations.

In Key Stage 1 and 2 behaviour expectations are linked to Golden Time. This should start in the classroom where the children spend the majority of their time. The principle is that children should earn their Golden Time which is a reward for appropriate behaviour demonstrated through the week.

#### **The Golden Rules are:**

- 1 We are proud of our school and show it.
- 2 We always work hard and do our best.
- 3 We listen carefully to each other.
- 4 We take responsibility for our actions.
- 5 We respect the people who share our lives.

The Golden Rules are designed to be as meaningful and child friendly as possible. They allow for a wide variety of positive actions that the children should strive towards. Specific actions that should be discussed and reinforced with children through the year and as appropriate are;

#### **1 We are proud of our school and we show it:**

- Wear full school uniform at all times in school and on school excursions. (as appropriate)
- Line up quickly, quietly and sensibly.

- Clean up any mess that is made – using bins and separating recycling.
- On school excursions the children are school ambassadors and they should represent the school with pride.
- Care is taken of the physical environment of the school – damage to school property and resources is unacceptable.
- Behaviour on the buses is calm, quiet and controlled following the School Bus Safety policy. Behaviour that puts at risk any passenger on the bus is unacceptable.

## **2 We always work hard and do our best:**

- Homework and class tasks are required to be completed to the best of each child's ability.
- Students will take part in all activities quickly, promptly and positively.
- Instructions will always be followed.
- Students should be on time for school and attend all days that the school is open unless they are ill.

## **3 We listen carefully to each other:**

- The instructions of teachers, teaching assistants and other support personnel should be followed without argument.
- Peer problems should be solved through discussion and listening to each other and respecting each other's right to be heard. A teacher's advice should be sought if this does not resolve the issue.
- Students will raise their hands in class to be heard and will listen attentively and quietly to another student's contributions.
- Students do not seek another teacher to gain permission for a request that has already been refused by another teacher.

## **4 We take responsibility for our actions:**

- Students are expected to be honest at all times.
- Students are expected to accept correction and discipline and understand that it is part of their responsibilities to do so.
- Students should acknowledge error and strive to correct it.

## **5 We respect the people who share our lives:**

- Good manners and politeness are required at all times. Students should say please, thank you, sorry, excuse me and pardon at all appropriate times. Students should knock on the door before entering a room where adults are present. They should wait patiently for others rather than pushing past people.
- Students should not run inside the school building.
- Children should safely and carefully ascend and descend the stairs, staying to the right.

- Students should not engage in racial or sexist behaviour. Swearing is not tolerated.
- Students should not harm another person either physically or emotionally.
- Any form of bullying is totally unacceptable and will not be tolerated.

## Rewards and Sanctions

The rewards and sanctions used in the primary school must be clearly visible and understood by all the children at the beginning of the year. Teachers inform children directly about the House Point system. How house points are awarded and what they are working towards. Teachers also inform children about the Golden Rules and the system of Golden Time and the Learning Rainbow. In Year 3, where the concept of 'Golden Time' is quite different to that in Early Years; it is recommended that all children participate in Golden Time for the first two weeks of the autumn term.

### The Learning Rainbow and Golden Time

To promote positive behaviour within the classroom, teachers and specialist teachers follow the concept of the 'Learning Rainbow'. In practice this is a colour coded chart which can be individualised by the teacher for the class. The colours are consistently applied across the school:

	Superstar (exceptional Brilliance)
	Outstanding,
	Good,
	Ready to Learn,
	Warning
	Make Better Choices
	Reflection time

All children begin on the Green section of the chart at the beginning of the week. As incidents occur the children can move up and down the rainbow. Children who end the week on Purple will have an additional reward. They will meet with the Deputy Principal and choose a gift from the reward box.

**Keys Stage 1:** Children need to be on Yellow, Green, Orange, Gold or Purple to earn their Golden time at the end of the week. Children who finish the week on the Grey Section will miss half their golden time and those on the blue section will miss all their Golden time and complete an activity which helps them to reflect on their behaviour. Parents will be informed when children miss golden time.

**Key Stage 2:** Children need to be on Grey, Yellow, Green, Orange, Gold or Purple to earn their Golden time at the end of the week. Children who finish the week on the Blue Section will miss their golden time and complete an activity which helps them to reflect on their behaviour. Parents will be informed when children miss golden time.

**All Children in Keys Stage 1 and 2 who are on the yellow and grey section may earn their Golden Time back if there is a marked and consistent improvement in their behaviour throughout the week. But once they are on the Blue level there are no more chances to earn this back.**

If a child breaks the Golden Rules they will be given a verbal warning. If their behaviour continues to be inappropriate they receive a formal warning on the 'Learning Ladder' display. Warnings can be given immediately for serious offences. The warning system can also be used for unfinished work, forgotten equipment or homework that is uncompleted for a second time.

Children who follow the Golden Rules and are awarded Golden Time will receive their reward on Friday. This will be in the form of a choice of activities that is offered by a class teacher after taking every opportunity to find out the wishes of the children. (Children need to be supervised so practical considerations such as space need to be taken into account.) In some year groups, the children from one class choose a range of activities at the start of the week, so those children earning their Golden Time get to choose on the Friday.

Teachers should avoid giving multiple warnings in one session. Instead, if a child continues to behave inappropriately they should be given time out in another class (During the Specialist lessons they should return to the class teacher). Warnings to a whole class should be avoided; they should only be given to individuals.

### **Star of the Week/Month**

Star of the Week is to be awarded to a member of each class (Nursery-Year 6) who has in the opinion of the Class Teacher/Teaching Assistant shown consistency and effort that encompass the spirit and meaning of the Golden Rules.

The student will be awarded a certificate which will normally be presented in front of their peers in the Key Stage Assembly. (Where appropriate, Reception will join the rest of the Primary School for a whole school assembly. Otherwise Early Years will award their Stars of the Week in their own assembly.)

Each child will have their name displayed in their classroom to celebrate their achievement.

This award will be given by the Specialists on a monthly basis in the Primary Assembly. ESL teachers give theirs weekly.

Awards should be recorded on Educare as positive achievements.

### **Discipline Code**

ISB believes that the components of positive discipline are well supported by the Golden Rules and the awarding of Golden Time and the Houses and House Point System. However, there may be times where support is needed from the SMT when dealing with disruptive, aggressive or other inappropriate

behaviour. Support will be provided after the teacher has pursued all reasonable efforts of positive discipline within the classroom.

Support will be provided by the SMT following the set out procedure.

- **Step 1** Seek advice from the Year Leader or Student Support Services Coordinator
- **Step 2** Refer the child to the Key Stage Deputy Principal
- **Step 3** Class Teacher meets the child's parents
- **Step 4** The child will be placed on a behavioural diary with parents informed by the Class Teacher
- **Step 5** Parent meeting with the Deputy Principal
- **Step 6** Internal suspension for one day
- **Step 7** Parent meeting with the Principal
- **Step 8** Suspension
- **Step 9** Expulsion

Negative behaviour will be recorded on Educare as a negative comment, in the Pupil files in the office and in the incident book if an incident happens where someone is hurt or takes place in the playground.

## **Prefects**

Students who have shown a constant following of the Golden Rules may be rewarded as Prefects when they enter Year 6. The Year 5 teachers in consultation with the KS2 Deputy Principal will appoint ten Prefects to act as role models and help teachers. The Prefects will wear a badge to indicate them to other students.

## **Houses and House Competitions**

### **The House System**

The house system operates for inter-house activities such as (music, art, sport, English and Maths) academic achievements, duty responsibilities, good behaviour and other activities as required.

**There are four houses which are;**

- The Bears** (Red)
- The Foxes** (Blue)
- The Lynxes** (Green)
- The Hares** (Yellow)

Students are allocated to a House on enrolment at the school starting with Nursery and will remain in that House throughout their years at the school. Siblings who join the school at a later time will be allocated to the same House.

Each House will be allocated a Head of House and supervisory teachers who will monitor the House.

At the beginning of the year, each House will have two captains (one boy and one girl) who will come from Year 6. Children will be nominated by the Deputy Principal after consultation with other teachers considering their positive behaviour. There will then be an election by their KS2 peers after making a speech as part of the election process. A House Captain badge will be worn.

### **House Points System**

The awarding of House Points is at a teacher's discretion. There can be no real formula of when, where and for what activity House Points should be awarded. However, the principle of the system for it to be a success is that House Points are given for meaningful reasons and that they are applied consistently across the Primary School. Children should recognise that the giving of House Points is for a positive reason to reward work or effort that they have put in.

Pupils will be awarded House Points for positive social behaviour, competitions and academic achievements. House Points may also be awarded for individual or group achievements.

To maintain equality throughout the school, a maximum of three House Points can be given for any one task, but these need to be awarded for work completed or effort displayed beyond the expectations for that child or activity, therefore one House Point at a time will be the normal award.

On no account should House Points that have been awarded be taken away. If a sanction is warranted then children's Golden Time must be used.

### **Inter School Competitions**

ISB encourages each individual to take responsibility for their own actions and to take pride in the efforts and achievements of those within the entire school family. Inter School Competitions are part of the ISB program of academic and personal development and are represented at this stage by sport and Public Debating.

### **Delegation of Responsibility**

ISB believes that children should have the chance to be given responsibility at an appropriate level within the classroom. Therefore each Class Teacher and Specialist Teacher should have in place a system that gives children who demonstrate willingness and maturity to take on appropriate responsibility. This might include monitors for giving out books and pencils, line monitors etc. Being a class monitor also gives children a goal to aspire to for improving their behaviour.

## **Library Helpers**

Another recognition of a pupil having good positive behaviour is the awarding of the role of Library Helper. The Librarian in consultation with the Deputy Principal will appoint four Library Helpers from Year 6. The Library Helpers will be responsible for assisting the School Librarian by returning books to their shelves and keeping the library clean and tidy and supervising other primary students who are using the facility at break and lunchtimes. A Library Helper Badge will be worn.

## **Professional Development**

ISB will take practical measures for the staff to develop the skills necessary to implement the Primary Behaviour policy effectively.

Review Date: January 2017



Appendix 1

Ideas for Learning Rainbows



