



Primary Rewards and Sanctions Policy

The King's College Rewards and Sanctions Policy exists in conjunction with the Behaviour Policy and in line with the school's Code of Conduct. The over-arching principle for the creation and application of this policy is the establishment of clarity and consistency for the College as a community of pupils, staff and parents in regard to how rewards and sanctions can, and should, be used to positively reinforce desired behaviours and to negatively reinforce inappropriate behaviour.

Aims

- ✓ To celebrate the success of the students in all aspects of school life
- ✓ To promote the Core Values highlighted in the Code of Conduct
- ✓ To support the staff to ensure teaching and learning can take place in a positive working environment.
- ✓ To encourage good behaviour by publicising success
- ✓ To give clear guidelines to pupils as to the sanctions available and at which level they are working at on the Discipline Steps.

Primary Rewards and Sanctions

Rewards

Without exception, success is to be celebrated at all levels and teachers should use verbal praise as much as possible wherever and whenever it is appropriate.

Rewards should be given to students for good work, good behaviour and good citizenship.

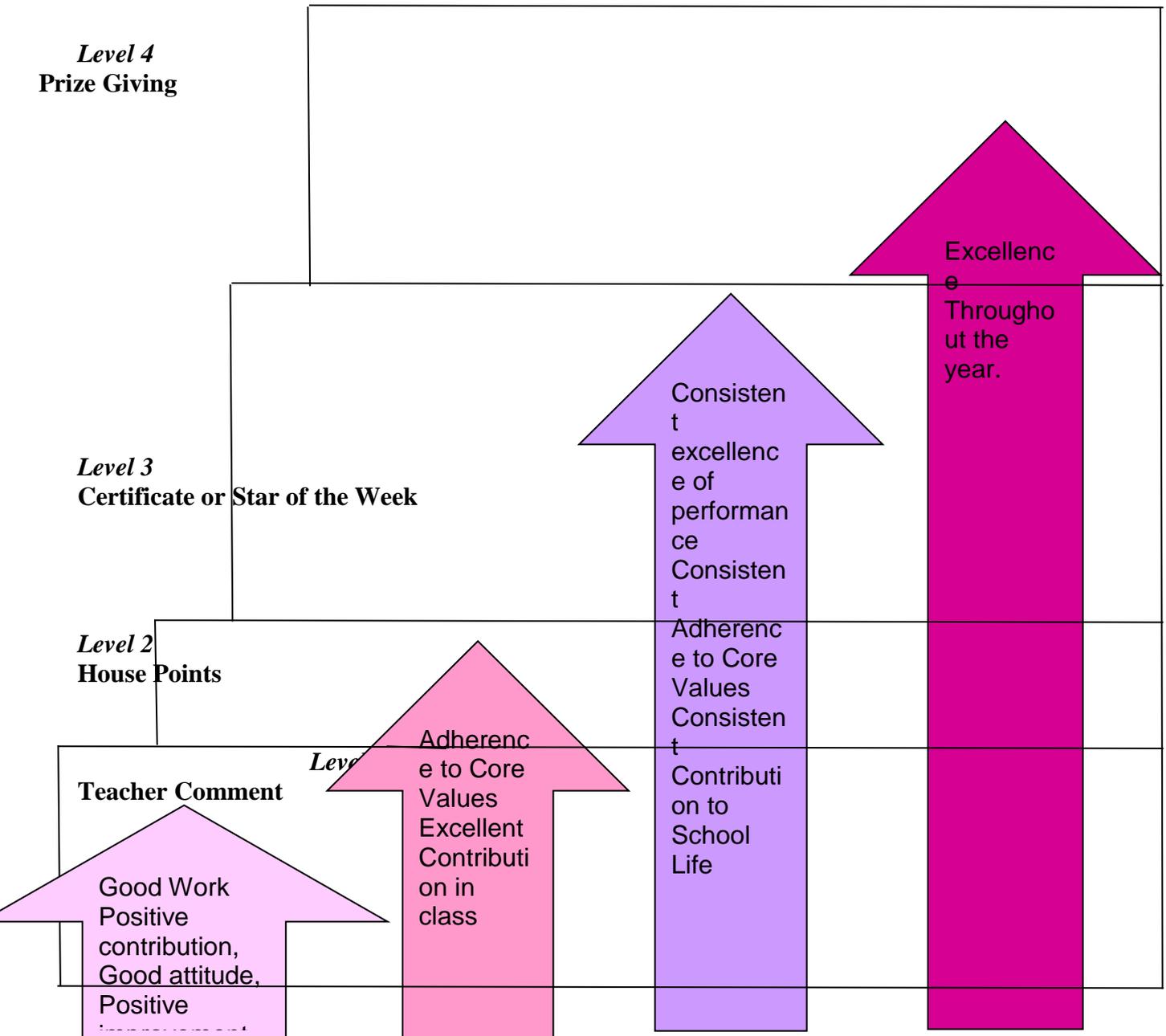
On iSAMs "Comments" may be added internally for Positive behaviour.

House Points, Certificates and Prizes

- In Years 1 to 6, full use should be made of the House Points system. House points can be awarded for good behaviour or work. They are also awarded in Inter-House competitions. These are totaled across the school at the end of the year. House points are recorded in the children's planners. The children also receive certificates to reflect how many house points they have collected individually.
- In KS1 a 'Star of the Week' certificate is given, and can be announced in Assembly. This may be for behaviour, academic achievement, manners etc.
- Prize Giving Awards: At the end of the year children are chosen for making good progress, attainment or attitude in a range of areas and awarded via the annual 'Prize

Giving' ceremony.

Rewards Processes



Guidelines for Responsibilities, Referrals and Sanctions

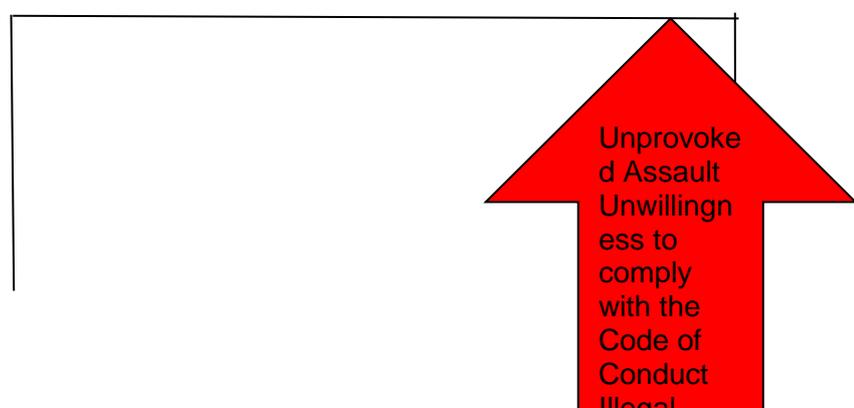
| Inappropriate Behaviour Examples | Likely Sanctions to be Applied | Referral Level |
|--|---|---|
| Level 1 | Level 1 | Level 1 |
| <ul style="list-style-type: none"> • Talking out of turn • Chewing, • Distracting others, • Lack of effort, • Uniform violations | <ul style="list-style-type: none"> • Warnings • Relocation within the classroom • Reflection sheet completed • Essay / letter (linked to the poor behaviour) – <i>not KSI</i> | None required |
| Level 2 | Level 2 | Level 2 |
| <ul style="list-style-type: none"> • Repetitions of Level 1 incidents • Incomplete class/homework • Lateness • Disruption of lessons | <ul style="list-style-type: none"> • Teacher detention in class – may include completion of a reflection sheet • ‘Time out’ • Discussion with teacher | Teacher Comment record on iSAMs via ‘Add a Negative Comment |
| Level 3 | Level 3 | Level 3 |
| <ul style="list-style-type: none"> • Repetitions of Level 2 incidents. • Verbal or physical aggression • Repeated failure to meet work requirements, • Inappropriate use of social media • Low level graffiti, • Out of bounds | <ul style="list-style-type: none"> • ‘Time out’ in another class • Discussion/detention with Head of KS or Primary (Reflection sheet) • Parents informed. This may lead to a meeting with parents. | Teacher Comment record on iSAMs via ‘Add a Negative Comment’, Head of Primary Parents |
| Level 4* | Level 4 | Level 4 |
| <ul style="list-style-type: none"> • Continued and persistent Level 1-3 incidents. • Defiance • Inappropriate use of social media (deemed worse than above) • Truancy from lessons • Physical incident, resulting in injury | <ul style="list-style-type: none"> • Detention with Head of KS, Deputy Head or Head of Primary. • Reflection sheet • Parents informed. This may lead to a meeting with parents. • Contract for consistent low level offenders | Teacher Comment record on iSAMs via ‘Add a Negative Comment’, Head of Primary Parents |
| Level 5* | Level 5 | Level 5 |
| <ul style="list-style-type: none"> • Continued and persistent Level 1 to 4 incidents Rudeness to staff • Total refusal to comply with instructions • Truancy from school • Inappropriate use of social media (deemed worse than above and including violent or threatening language, may lead to level 6) • Vandalism /high level graffiti • Persistent Fighting, causing harm | <ul style="list-style-type: none"> • Internal Suspension. • External Suspension • Contract • Interview including parents, Head of Primary, Head teacher and parents | Teacher Comment record on iSAMs via ‘Add a Negative Comment’, Head of Primary Parents Headteacher |

| | | |
|--|---|--|
| <ul style="list-style-type: none"> • Theft | | |
| Level 6* | Level 6 | Level 6 |
| <ul style="list-style-type: none"> • Unprovoked assault • Use of banned substances • Continued and persistent Level 1-5 incidents | <ul style="list-style-type: none"> • Permanent exclusion | Headteacher Board of Directors, parents |

*It is very rare that a Primary pupil would reach these levels. Most incidents are low level, and as per our **‘Post-Problem Target Setting’** section at the end of this policy - We believe it is important to continually try to help our students to adjust their behaviour to conform to what is expected of them at King’s College.

Level 6
Permanent Exclusion

Behavioural Sanction Steps and Levels

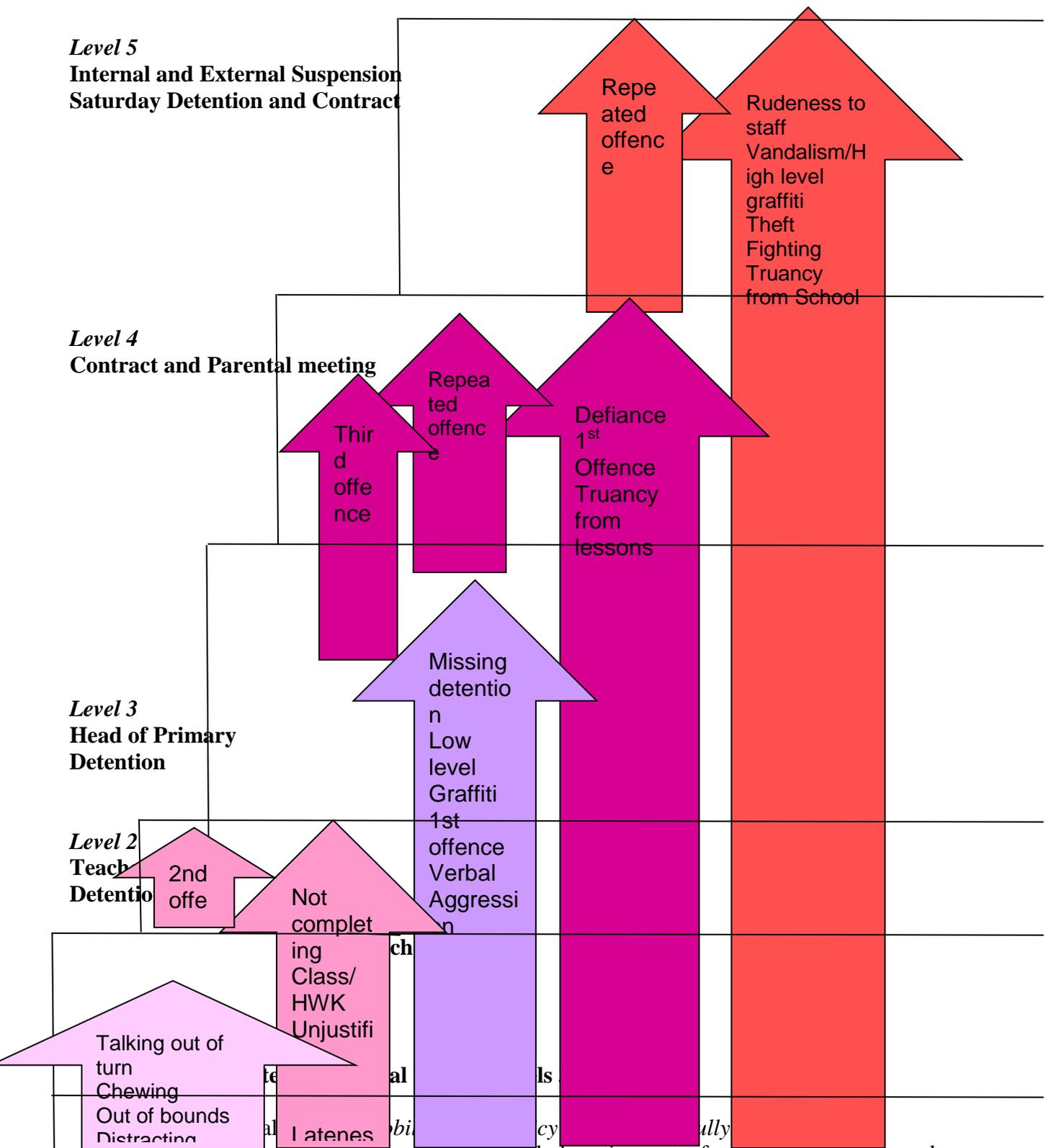


Level 5
Internal and External Suspension
Saturday Detention and Contract

Level 4
Contract and Parental meeting

Level 3
Head of Primary
Detention

Level 2
Teacher
Detention



This includes actions in school and can include actions out of school (e.g. sending rude or insulting SMS messages after school hours). Please refer to the Cyber-bullying section in our *Anti-bullying Policy*.

Communication and Monitoring

Informing Pupils

1. Code of Conduct and Dress Code to be displayed in all classrooms and on notice boards.
2. Golden Rules and values to be displayed in each classroom.
3. Code of Conduct is included in Homework Diaries.
4. Pupils will be informed by the Head of Primary on the Sanctions Steps they are on, once they get to Level 3, and for how long they will be remain there.

Informing Parents

1. This policy is to be included on the school's website, and it being referenced in the parent's induction pack.
2. Standard and individual emails home for sanctions and praise.
3. Information to be sent directly to parents via email or a phone call.
4. Notes from form teacher in the contact book.
5. Parents will be informed via the contact book or email once we have reached Level 3.

Informing School Management and Staff

1. All incidents with a sanction imposed should be entered on iSAMs. This will then send a message to the class teacher, the Head of Primary and Headteacher.
2. Student records to be monitored by Head of Primary, as needed.

Post-Problem Target Setting

We should endeavour to modify inappropriate behaviour. We must continually try to help our students to adjust their behaviour to conform to what is expected of them at King's College.

Strategies used should be centred on the use of rewards, praise and the positive reinforcement of desired behaviours. They should be re-evaluated if they are not succeeding.

Low level punishments administered by classroom teachers should be explained and targets must be set for the student to avoid being punished again. When pupil behaviour improves, these changes should be verbally praised.

Medium level punishments should also be explained fully to the students and targets set in regard to behaviour rectification. Students placed on a Weekly Report should have specific written targets set and they should be praised if they achieve these targets.

Students that have been externally or internally suspended may be placed on a contract for one term following their return and an interview with their parents. Their targets will be agreed alongside the parents.

Students that have accrued a number of low level punishments over a certain period of time may also be placed on a behavioural contract.

Serious Sanctions Register

All internal, fixed-period and Permanent Exclusions would be regarded as a Serious Sanction

and recorded in the register.

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| Created and Reviewed by : SWR February 2013 | Policy Category: Behaviour/Welfare |
| Updated: S Dadd July 2017 | Next Review: September 2019 |
| Approved by School Council: January 2013 | |