



# PROMOTING POSITIVE BEHAVIOUR FOR LEARNING AND CODE OF CONDUCT POLICY

## SENIOR SCHOOL

<b>Governors' Committee normally reviewing:</b>	Academic Committee
<b>Date last formally approved by the Governors :</b>	Autumn Term 2016
<b>Date policy became effective :</b>	November 2010

<b>Period of Review:</b>	Three Yearly
<b>Next Review Date :</b>	Autumn Term 2019

<b>Person responsible for implementation and monitoring :</b>	Senior Deputy Head
<b>Other relevant policies :</b>	<ul style="list-style-type: none"><li>• Anti Bullying Policy</li><li>• Safeguarding and Promoting the Welfare of Pupils Policy (Child Protection Policy)</li><li>• Equal Opportunities Policy</li><li>• Curriculum Policy</li><li>• Citizenship Policy</li><li>• Health and Safety Policy</li><li>• Complaints Policy</li><li>• Safer Recruitment Policy</li><li>• First Aid Policy</li><li>• ICT Policy</li><li>• Positive Handling Policy</li><li>• Discipline and Exclusions Policy</li><li>• Sex and Relationship Education Policy</li></ul>

**The following policy covers the aims and ethos of the Senior School**

[Aims of the School](#) Click here

[Ethos of the School](#) Click here

**Mr Christopher Townsend**  
Head, Senior School

**SAFEGUARDING STATEMENT**

*Felsted is committed to maintaining a safe and secure environment for all pupils and a 'culture of vigilance' to safeguard and protect all in its care, and to all aspects of its 'Safeguarding (Child Protection and Staff Behaviour) Policy'.*

**EQUAL OPPORTUNITIES STATEMENT**

*The aims of the School and the principles of excellent pastoral care will be applied to all children irrespective of differences in ethnic background, culture, language, religion, sexual orientation, gender and disabilities, so long as in the last matter the student is able to involve himself or herself in the activity concerned; equally these differences will be recognised and respected, and the School will aim to provide a positive culture of tolerance, equality and mutual respect*

# PROMOTING POSITIVE BEHAVIOUR FOR LEARNING AND CODE OF CONDUCT POLICY

This policy addresses the promotion of good behaviour and positive pupil responses, following the guiding principles of documents such as the Elton Report (1989) and the Steer Report (2005: Learning Behaviour). It recognises the crucial link between teaching, learning and positive behaviour and also addresses the disciplinary sanctions, including exclusion, which apply to various forms of misconduct.

## PROMOTING POSITIVE BEHAVIOUR FOR LEARNING

### 1. Introduction

The ethos of Felsted is based on mutual respect, support and encouragement to bring out the best in each individual. The school sets out to promote positive standards of behaviour which are easily understood and to which pupils, parents and staff can all subscribe. Good order and discipline are essential to the provision of high standards of education. Poor behaviour cannot be tolerated because it prevents pupils from learning and making good academic progress. The support of parents is essential for the maintenance of good behaviour. All staff have a critical role in establishing high standards of learning, teaching and behaviour.

### 2. Key Principles for Promoting Positive Behaviour

- An acknowledgement that we all have rights and that with such rights come responsibilities to ourselves, to others and to the school
- Every individual at Felsted should feel a valued part of a community in which we treat others as we would wish to be treated
- Students should recognise that self discipline is the highest form of discipline, together with self respect and the basic virtues of honesty, fairness and good manners
- Staff recognise the importance of modelling positive behaviour by treating pupils (and colleagues) at all times with a positive and professional attitude; Felsted believes in Positive Education.

### 3. Aims

- To create an atmosphere of mutual respect, trust and corporate responsibility
- To promote a positive school ethos through positive behaviour strategies and celebrations of success
- To raise standards of attainment, behaviour and attendance for all pupils
- To involve pupils and staff in setting rules/standards of behaviour within the school
- To require pupils to manage their own behaviour effectively while respecting the rights of others
- To develop social and citizenship skills in a variety of school contexts

### 4. Strategies for Promoting Positive Behaviour

Preventative strategies which encourage each student to develop a sense of personality and self discipline include:

### *Engagement of Students in Developing and Implementing Codes of Behaviour*

- Discussion of appropriate Codes of Conduct through the School Forum
- Training of peer counsellors
- Organisation of student buddy system (through houses)

### *Consistent Behaviour Management by all Staff*

- Clarity about school rules and expectations
- Consistent, fair and persistent management of behaviour by all staff
- Discussion and implementation of proactive strategies to manage behaviour by all staff
- Consistent interventions to manage behaviour – students should arrive on time for school, in uniform, on time to lessons, properly equipped for learning and prepared to focus on their learning, work positively and collaboratively with others, treating other people, their ideas and their belongings with respect, valuing and caring for the environment and supporting those around them to fulfil their potential

### *Appropriate use of Rewards and Praise*

- Use of rewards including commendations, public recognition in assemblies or the Enewsletter, citizenship awards or nominations, certificates and stickers for positive behaviour across the curriculum and out of school
- Nomination of Man or Woman of the Week within Houses or Team of the Week in assemblies
- Use of praise as a sincere and prompt response to positive behaviour or achievement
- Praise should be applied equitably across the age and ability range, regardless of Special Educational Need, disability, race, religion, gender, sexual orientation or other differences
- Praise and reward should follow a transparent and fair system that rewards good behaviour and commitment to study
- Students are to encourage and support each other at all times

### *Clear Communication of Expectations*

- Whole school assemblies on moral or social issues
- Publishing the School Rules and the Code of Conduct in the Pupil Handbook
- Publicising the Code of Conduct throughout the school
- Ensuring that parents are aware of expectations of student behaviour through the web site, mailings etc

### *Pastoral and Tutorial Promotion of the Highest Quality Behaviour*

- Setting of personal targets by Tutors and/or House staff for improving work or behaviour
- In Houses, the promotion of positive behaviour, through House assemblies, House routines and the use of senior students as Heads of House or House officials to assist in managing student behaviour

### *Good Teaching and Consistent, Ongoing Pastoral Support*

- Stimulating, well-planned lessons which challenge pupils across the ability range (to maintain interest and focus)

- Consistent and ongoing support for students – both learning support, extension, enrichment and challenge, as well as pastoral and emotional support, including counselling, as required

## **CODE OF CONDUCT**

### **1. Development and Review of a Code of Conduct**

- The school promotes the development of an agreed Code of Conduct with students and staff, and parents where appropriate, as a general Code, a Classroom Code of Conduct, and a Sports Code of Conduct
- It is important to communicate simple and clear expectations about appropriate standards of behaviour both inside and outside the classroom
- The Code of Conduct is attached as an Appendix to this policy
- The Sports Code of Conduct relates to behaviour before, during and after sports fixtures

### **2. Monitor and Review**

- All elements of the Code of Conduct will be reviewed regularly and updated as appropriate
- Student behaviour in relation to the Code of Conduct will be monitored regularly

**Mr C J Townsend,  
Headmaster**



## CODE OF CONDUCT

***We acknowledge that:***

- We all have rights and that with such rights come responsibilities to ourselves, to others and to the school.
- Every individual at Felsted should feel a valued part of a community in which we treat others as we would wish to be treated.
- Every student should recognise that self discipline is the highest form of discipline, together with self respect and the basic virtues of honesty, fairness and good manners.

***We will:***

- Dress smartly and appropriately at all times.
- Abide by the school rules at all times.
- Follow appropriate school policies at all times.
- Work positively and collaboratively with others, treat other people, their ideas and their belongings with respect at all times in our language and behaviour.
- Show excellent manners, courtesy and respect to all members of the school, visitors and village residents at all times.
- Value and care for our environment.

***We will NOT:***

- Shout or swear.
- Chew gum; spit; drop litter; eat in lessons, around the site or in the village.
- Smoke.
- Drink energy beverages or high caffeine drinks.
- Drink alcohol unless given permission to do so, nor be intoxicated if allowed to drink in the Sixth Form.
- Use prohibited drugs or engage in substance abuse.
- Bully or harm another individual in any way.
- Use mobile phones at any time in lessons or around the school, except when allowed to in House or when expressly authorised to do so in pursuit of learning in lessons.

# CLASSROOM CODE OF CONDUCT

***Felstedians should make their skills and abilities available for the good of the whole community***

***We acknowledge that:***

- We should support our peers by contributing fully to pair and group work and support teachers by behaving and engaging in lessons.
- Our behaviour will be marked by respect for students and teachers as well as for learning itself.

***Felstedians should aim to fulfil their academic potential, take pride in their work, be inquisitive and able to work independently beyond the syllabus.***

***We recognise that*** we can reach and exceed potential by taking responsibility for our learning and by:

- Engaging positively in lessons, through active listening and contributing to the lessons, orally and in writing;
- completing tasks in a specified time-frame and identifying what has been learned successfully and areas of difficulty;
- being aware of realistic target grades and specific steps needed to reach this grade during individual lessons and over a longer time span;
- presenting work neatly and skilfully so that the learning is communicated as successfully as possible;
- developing learning skills as well as understanding content, for example by reflecting on how learning takes place and looking for opportunities to give reasons and draw conclusions. We will seek to understand how and why we are learning specific subjects and topics;
- asking questions to help us to understanding where we are unsure and to ask intelligent questions to extend our understanding.

***Felstedians should comply with the rules and regulations of the school.***

***We will:***

- motivate ourselves by taking responsibility for our own learning.
- Identify short term goals and longer term ambitions and where individual subjects and lessons fit into the “big picture”.
- Try to gain school rewards and recognition for our achievements.
- Understand the role of rules and regulations to support the success of the whole community.

***Felstedians must do everything they can to help others and nothing which hurts or offends them.***

***We will NOT:***

- Stop teachers from teaching and students learning.
- Be rude to staff or students or belittle their successes or difficulties.
- Disrupt learning by shouting out or immature behaviour.
- Fail to complete prep or coursework on time or to the best of our ability.

# SPORTS CODE OF CONDUCT FOR PUPILS

## ***In training, players will:***

- Arrive at the correct time for each games session
- Inform your coach in advance if you are going to be late or have to leave before the end of a session
- Provide an off-ex chit in person to the coach at the beginning of the session and not expect word of mouth to suffice
- Arrive with and wear the appropriate kit for training and matches
- Pay attention and participate fully in all activities

## ***In matches, players will:***

- Be aware they are representing Felsted at all times on the way to, from and at the fixture
- Keep up to date with schedules and fixtures by consulting your coach, the calendar and team sheets
- Arrive with and wear the appropriate kit for the match; dress smartly at all times
- Respect their opponents and teammates at all times
- Respect the referee and other officials and their decisions at all times
- Always play fairly within the laws or rules of the game
- Congratulate the opposition, both individually and as a team, whether winning or losing
- Be polite and respectful on the coach, while attending match teas and at all other times
- Behave in a manner which brings credit to Felsted at all times

## ***In matches, players will NOT:***

- Engage in foul play or poor gamesmanship at any time
- Swear or use poor language
- Argue with the referee's decision or show dissent at any time
- Behave violently or disruptively at any time

# SPORTS CODE OF CONDUCT FOR PARENTS AND GUARDIANS

## ***Parents and Guardians are requested to:***

- Behave at all times in a manner which brings credit to Felsted, and to ensure players do likewise
- Set a good example, recognising fair play and applauding good performance of all, and to remember young people learn much by example
- Use correct and decent language at all times
- Always support the school in their efforts to eradicate loud, coarse and abusive behaviour from the game
- Provide positive verbal feedback during the game, to both sides
  
- Encourage players to learn the laws or rules and play within them
- Discourage unfair play and encourage a respect for officials, accepting that the official's decision is final
- Support the players' involvement, and help them to enjoy the game
- Encourage players to stay for team teas and entertain the opposition where appropriate

## ***Parents and Guardians are requested not to:***

- Ask questions, just before, during or just after a match (although they may ask questions at other times)
- Get involved in decision-making and team selection
- Be unrealistic about the players' abilities; not to push them towards a level they are not yet capable of achieving
- Never to punish or belittle a player of either side for losing or making mistakes

# SPORTS CODE OF CONDUCT FOR COACHES AND OFFICIALS

## ***In training and at matches, Coaches will:***

- Arrive on good time to ensure they are ready to carry out the session
- Display consistently high standards of behaviour and appearance
- Prepare appropriately and adequately for the activities they run
- Ensure all activities are appropriate to the age, experience and ability of participants
- Attain the appropriate qualification for the activities where possible or when required
  
- Promote a disciplined sporting attitude showing due respect within their activities
- Promote the positive aspects of sport and fair play
- Develop an appropriate working relationship with their players based on mutual respect and trust
  
- Be supportive of all school Policies
- Follow all guidelines laid down by the sport's governing body
- Never condone rule violations or violent play or behaviour

## ***In matches, Coaches will:***

- Behave in a manner which brings credit to Felsted at all times, and to ensure that players and parents/guardians do likewise
- Set and promote politely the high expectations of players' and parents/guardians' behaviour, sportsmanship and respect for the referee and opposition, as outlined in their Codes of Conduct, at all times
- Be open to discussion and resolution of problems or concerns of any player or parent at an appropriate time
- Promote the wellbeing and safety of participants before the development of performance
- Never coach inappropriately from the sidelines during play
- Never exert undue influence over players for benefit or reward