



Rygaards International School Behaviour, Rewards and Sanctions Policy

Rygaards International School is our mutual workplace. So that all of us can thrive, there needs to be a good working climate, characterized by a mutual respect between children and adults. This includes respect for another's culture and property, as well as respect for the school and all that belongs to it.

All pupils and employees have, in cooperation with the parents, a common goal, which is to aim their efforts towards the school's goals, vision and mission. In this way, respect, equality and tolerance, in both words and deeds, will help the school to be a safe place, and all are expected to contribute actively towards this.

In practice this means that:

- All should experience respect so that no one is subject to degrading or offensive behaviour.
- A person's commitment to learning and making the most of the educational opportunities given, should not be restricted or impeded in any way by disrespectful or intimidating behaviour by others.
- Everyone accepts responsibility for his/her own behaviour and shows due regard for others, both on and off the school grounds.

There are special policies for dress, smoking, alcohol, toys, mobile phones etc, monitors and behaviour indoors and outdoors.

Rewards

In the Primary School teachers have developed their own individual practices for rewards for general class work. These may include verbal praise, written praise, stickers or star charts etc. Examples of excellent work may be shown in assembly. Key Stage 1 give out certificates once a month in assembly. Our Marking Policy outlines the positive and encouraging system that we have in place for the praise of good work or effort.

In the Secondary School, Certificates of Merits are awarded by subject teachers for work that is of a very high standard or for excellent effort. These certificates are presented to the pupils in the closing ceremony at the end of the school year.

Excellent work can also be celebrated by publishing it on the school website.

Events like Sports Day, Theme Week, drama productions, musicals, class church services etc. provide opportunities for many children to experience success and be rewarded for their actions.

Differentiation

The school recognises individual's achievements as well as pure academic success. A significant improvement in behaviour or effort is an area which is to be encouraged and will be rewarded. Progress, effort and improvement should be recognised on an individual basis.

Sanctions

Most cases of misbehaviour will be dealt with as they happen – in the classroom, in the playground or on a school trip. In many cases punishment is unnecessary – minor misdemeanours are most often dealt with by a firm word or brief lecture. Any incident requiring a reprimand is usually dealt with by staff on the spot. If it is important, it will be reported to the child's class teacher.

Children causing concern are discussed at team meetings. In the Secondary school this could result in a "Student Causing Concern Form" being used to monitor the behaviour of the student.

Serious matters, such as bullying, must be brought to the attention of the appropriate Head Teacher. Please refer to the Anti Bullying Policy for specific information about Bullying.

Pupils should only be sent out of the class to regain immediate control of the situation. Once the rest of the class has been settled down, the teacher should talk to the pupil that has been sent out and resolve the situation so that the pupil can join the class again. If this is not possible then the pupil should be sent down to the office to talk to the appropriate Head Teacher or Principal.

Exclusion

A pupil's evasion of the school's Code of Conduct can lead to:

- A dialogue with the pupil followed by a written warning that is sent home.
- A dialogue with the pupil and the parents together with the leadership, where an agreement is signed.
- Suspension for a shorter or longer period.
- Expulsion in serious cases.

The school alone decides on the consequence resulting from a breach of the Code of Conduct.

Suspension: A pupil may be sent home by the Head Teacher if they misbehave – usually this is for no more than five days. Before the pupil is actually sent home the parents will be informed by telephone– giving reasons and saying when the child may return. (If deemed necessary the child will be picked up one of the parents.) This will be followed up in writing and a meeting with the parents will be organised. It is imperative that the parents cooperate with the school in resolving the situation for the sake of their child as well as the other pupils in the school.

Withdrawal of pupil : If this combined effort does not have the desired effect or breaks down then the parents will be asked to find another school for their child. They will be asked to fill in a notice of withdrawal immediately.

Expulsion: This will only be carried out by the Principal as a last resort.

In any case of exclusion, no school fees will be refunded.

Approved by the Board of Governors in September 2014