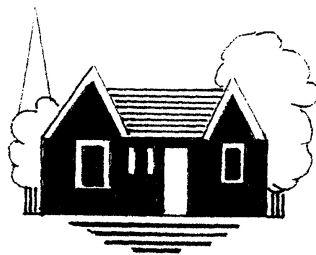


Willoughby Primary
School
'Learning for Life'



Code of Conduct, Behaviour & School Dress Policies

Code of Conduct

We want clear and consistent guidelines for our children at Willoughby School. Everyone – our children, their parents, the Governors and all staff, should understand these guidelines. They will enable us to make an atmosphere and order in school in which all children can feel safe, secure, cared for, happy and fairly treated. They will enable all children to make the most of their opportunities for learning. Clear guidelines will ensure that our children are given consistent messages about how they should behave in school and in the local community.

In the development of our Personal and Social Education Programme in which the Code of Conduct forms an essential part, staff will continue to discuss the need for reasonable and acceptable behaviour with our children.

These messages are not the sole province of the school or the home, but a partnership between the two. By publishing our Code of Conduct for everyone to see, we hope to enhance this positive relationship.

This is supported by our Home School Agreement including our Golden Rules, which acts as a contract between Staff, Children and Parents.

At school, we positively expect that all children will:

- Be polite and courteous and demonstrate good manners
- Make the very best use of all opportunities given to them at school
- Allow other children and staff to enjoy school
- Treat adults and other children with care, consideration and kindness
- Respect any differences that others may have
- Treat property, possessions, the school environment and the local community with respect
- Be conscious of the need to ensure the safety of themselves and others

Behaviour Policy

Rewards and Sanctions at Willoughby School

We have a clear and consistent approach that rewards good but discourages unacceptable behaviour. Staff use a variety of positive rewards for good behaviour and citizenship – praise, trust, encouragement, incentive, recognition, Celebration Assemblies, awards of certificates and stickers.

Equally, staff will respond quickly, consistently and positively to unacceptable behaviour. This will be done in a manner that ensures that as little time as possible is wasted and that unacceptable behaviour is not seen to be “rewarded” with extra attention, fuss or raised voices. Loss of privileges may be necessary.

If unacceptable behaviour persists, we expect parents will wish to be involved with the school in dealing with the problem as quickly as possible.

The very clear message about the expectation of acceptable behaviour at Willoughby School is one that we hope is shared by everyone.

School Discipline

Rules at Willoughby School are very few. Those that do exist are grounded in common sense, courtesy, safety or security.

We encourage our children to show respect and care for others and for the school and its equipment. We feel that these expectations should form an important part of our school routine.

Children are expected to develop a sense of pride and responsibility towards their school and for their own and other people's property.

We believe that high standards of behaviour can be achieved if there is a clear, ordered routine to follow. If problems of behaviour or disobedience occur, they are dealt with fairly. If they persist, then we will involve the parents by inviting them to school to discuss the problem.

In the school's work on Personal and Social Education we have developed clear guidelines on conduct which are understood and accepted by everyone working in the school. A copy of our 'Code of Conduct' is included in this brochure. The Governors have formally adopted an Anti-Bullying Policy, after detailed consultation, which can be obtained from school on request.

Every child is provided with a copy of our 'Behaviour Booklet' which includes the following Golden Rules:-

- Try our best at all times
- Be polite and well mannered
- Look after our school and each other
- Keep hands, feet, objects and unkind words to yourself
- When in school follow adults' instructions straight away

- Put up hand when asking or answering questions
- Walk in school and step aside for an adult

School should be an enjoyable place for everyone!

We encourage the wearing of school uniform. It is not compulsory but we strongly recommend it, not least because it is basic, practical and the cost to parents is kept to a minimum. It is certainly much cheaper than trying to keep pace with ever changing fashions.

School Dress

Our school colours are red. Top quality "Willoughby" sweatshirts, polo shirts and other items of school uniform can be purchased from the school office.

Please ensure that all children's clothing and personal property is clearly marked with your child's name. If things do go missing please have a word with your child's teacher.

BOYS

Grey trousers (or jogging bottoms) – no jeans.
 Red or white polo shirt
 Red sweatshirt or fleece
 Sensible shoes

GIRLS

Grey skirt
 White blouse
 Grey pinafore dress
 Red gingham summer dress
 Red or grey trousers (or jogging bottoms)
 Red or white polo shirt
 Red sweatshirt, fleece or cardigan
 Sensible shoes

Our current supplier offers all of the above tops embroidered with the school logo together with other items from their extensive catalogue.

No dangly or hooped earrings please

CLOTHING AND EQUIPMENT FOR PHYSICAL EDUCATION

Football kit, including boots (juniors only)
 Trainers for outdoor PE
 Plimsolls (or barefoot) for indoor PE
 Shorts and t-shirt available as a set with an embroidered PE bag from our current supplier
 Warm clothing or tracksuit for outdoor games as appropriate
 Swimming costume/trunks (NOT swimming shorts)