



**Isle of Man  
Government**  
*Reillys Eilan Vannin*

# Dhoon School, Maughold, Isle of Man

*Department of Education and Children  
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## BEHAVIOUR EXPECTATIONS AND ANTI-BULLYING POLICY



This document is a **summary** of the key points of Dhoon School's Behaviour and Anti-Bullying Policy.

The policy was formulated in consultation with all the staff who work at Dhoon School, and as you would expect, our policy for behaviour includes an emphasis on high expectations, and acknowledges teachers' professional judgment in managing behaviour within their classrooms. Our policy was formally launched in November 2014, during Anti-Bullying Week, which seemed apt. The policy was fully introduced and explained to the pupils during a special assembly, and although full copies will be made available for parents to see on request, this summary document outlining the key points in a user-friendly format was put together and shared with all parents.

### **Aims:**

To ensure that Dhoon School is a positive and inspiring place to learn, by ensuring high expectations of acceptable behaviour.

### **Objectives:**

To provide clear guidelines for rewarding positive behaviour.

This will ensure that positive behaviour is encouraged and sustained within our school. It reflects the school vision statement, which recognises the importance of developing a learning community in which everyone is encouraged, empowered and inspired to be happy and successful. In addition, it sets out a very clear positive behaviour management system, which rewards and supports positive behaviour.

To provide clear guidelines for addressing unacceptable behaviour by any pupil at Dhoon School, whilst operating within the Policies of the IOM Department of Education and Children.

This policy will also ensure that Parents, Pupils and the staff working within Dhoon School recognise and address behaviours which are damaging to our children both within school and in the wider community. It will set out very clear guidelines for Parents, Pupils and the staff working within Dhoon School on the consequences of continued poor behaviour. The purpose of this is to support the children within our school with the management of their own behaviour, in order to ensure they have positive and inspiring experiences both within school and in the wider community.

## Behaviour expectations and responsibilities

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### Our expectations:

At Dhoon School it is the child's responsibility to :

- Aim for the highest standards in their work and behaviour
- Co-operate with staff, visitors and parent helpers
- Understand the need for rules
- Listen to others, be respectful, polite and honest
- Be gentle, kind and helpful
- Play and work well with others
- Care for their own and other people's property
- Empathise with others
- Be cheerful!



### Staff are responsible for:

- explaining and role-modelling the behaviour we wish to see
- encouraging children to take responsibility for their own behaviour
- recognising and highlighting exceptional behaviour, as appropriate
- ensuring that criticism is constructive
- informing parents about children's behaviour
- ensuring a positive and consistently fair approach
- creating a friendly and supportive atmosphere
- praising and encouraging the children
- ensuring the safety of our children around school and on the playground
- investigating and documenting any causes for concern in the class incident book
- informing senior staff of repeated behavioural issues

Parents have a vital role in promoting good behaviour in school.

### Parents are responsible for:

- letting us know of any behaviour difficulties they may be experiencing at home
- informing us of any change which may affect their child's performance or behaviour at school
- reinforcing the school's ethos of good behaviour and to stress not to fight back if hurt by another child. Ask the children to tell a teacher if they are upset (on the same day) so that the teacher can sort it out with them.

## The management of behaviour which falls below the high expectations at Dhoon School:

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Whilst Dhoon School encourages and supports children in order to help them to behave positively and appropriately throughout school, it is important that Parents, Pupils and staff within Dhoon School recognise and address behaviours which fall below these expected standards. The reason for this is to ensure that all our pupils have the opportunity to learn and develop in a positive and inspiring environment. Therefore, when behaviour is deemed to be below the expected standard, the following guidelines should be followed:

- In the first instance, an oral warning should be given along with an explanation of the acceptable behaviour we are looking for.
- Should there be a repeat of the undesirable behaviour, then the pupil should be moved to a place where they are most likely to be able to address their behaviour. An example of this may be either away from the distraction or nearer the teacher. A reason for the move should be given along with an explanation of the positive behaviour being sought.
- Should the undesirable behaviour persist, the pupil should miss some of their own playtime or lunchtime. This time should be used as a reflective tool, where the pupil has the opportunity to look back upon their behaviour and think about what they need to do differently. This opportunity to reflect on their behaviour can occur either in the classroom, outside the Headteacher's office, the library or can involve standing with the teacher on duty for a set period of time. It is also acceptable for the pupil to catch up on and finish work, which should have been completed in class or to sit and read a book silently, in order to support their learning.
- Where there is a consistent trend towards unacceptable behaviour, the child's class teacher should contact the pupil's parents or carers, in order to discuss their concerns. The purpose of this contact is to work collaboratively together, in order support the pupil with the management of their behaviour. It is at this point that an informal behaviour contract may be introduced. This will help them raise their behaviour to our school's expected level.
- If after this contact, the pupil is still consistently exhibiting behaviour which falls below the expectations of our school, the Headteacher will then become involved. The purpose of this is to support the pupils, parents and staff within school, with the management of the pupil's behaviour. Parents/Carers will be invited into school for a formal meeting, to ensure the most effective support can be given. If an informal behaviour contract has not been introduced at this



## Dealing with poor behaviour

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- point, one may be started. (Please see notes below on informal behaviour contracts).
- If the poor behaviour continues, despite the introduction of an informal behaviour contract, the pupil will be placed on 'report' and will have to report to the Headteacher at agreed times within each school day for a set amount of time until the behaviour improves. The frequency and duration of being on 'report' is at the discretion of the Headteacher.

\*Incidents of poor behaviour will be recorded by Teachers in class incident books. These will also allow a picture of persistent wilful poor behaviour to be built up which may inform a yellow or red card sanction (see below.) Yellow and Red card sanctions can be imposed at any stage in the above guidelines, at the discretion of the teachers and Headteacher.

### **Behaviour out of school**

Dhoon School cannot police the behaviour of their pupils out of school, nor can the school accept responsibility for its pupils out of school. That said, the school will regularly remind pupils of the expectation to behave outside of school, especially if wearing our uniform as they are ambassadors for the school.

Where we hear of behaviour out of school that falls below our expectations we will express our severe disappointment to the pupils involved.

If the poor behaviour occurs on the public service bus that many of our pupils catch at the end of the school day, we may talk to the children involved on the bus operators behalf and issue a sanction on behalf of the bus operator (e.g banning a pupil from using the service.) We would only do this at the request of the bus operator, and would do so in full consultation with parents. Where serious incidents have occurred on the bus and are brought to the attention of the school, the school will agree to notify the parents of the children involved that there has been an incident, so that parents are able to follow up at home with discipline and the reinforcement of expectations for good behaviour.

We will always talk to our pupils about maintaining positive behaviour out of school, and will work with parents where we learn this has not happened.

## Severely Unacceptable Behaviour:



### Yellow and Red Card Incidents

These are specifically for when a child has deliberately hurt another person (physically or emotionally); **OR** for persistent wilful bad behaviour in and around school.

### Yellow and Red Card Sanction System:

- If a pupil deliberately hurts another child (or adult) or displays persistent wilful bad behaviour, a member of staff will get the class Incident Book.
- The pupil's name and details of the incident will be written in the Incident Book and the pupil will be asked to apologise to the person they have hurt (if appropriate) and a 'Yellow Card Incident' letter will be sent home, signed by the Headteacher/Teacher in Charge in the Absence of the Headteacher - **This is a Yellow Card Incident**. It has to be agreed by all parties that the incident was deliberate.
- If the pupil deliberately hurts again on the same day - or continues to exhibit persistent and wilful bad behaviour - they will be taken to see the Headteacher. The pupil's name and details of the incident will be written in the Incident Book and if necessary and the pupil will apologise to the person they have hurt. Parents will be asked to take the pupil home for the rest of the day - **This is a Red Card Incident**.
- If the first incident is deemed to be very serious, the yellow card sanction may be bypassed and a parent will immediately be called to take their child home for the rest of the day. Discretion to progress to a red card incident without first issuing a yellow card letter lies with the Headteacher.
- Upon returning to school following a Red Card Incident, the pupil will be asked to meet with the Headteacher before going into class.

Where pupils behaviours are extreme, serious and continuous, parents and carers will be made aware of the Department of Education and Children's suspension procedures, and these will be applied.

NB The parents of the child hurt **will** be notified that a yellow card / red card sanction was issued to the other party.

An example of the yellow card that will be sent home is shown overleaf.





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## **"YELLOW CARD" LETTER**

### **DATE:**

Dear Parent

I am writing to inform you that \_\_\_\_\_ received a yellow card warning today for for hurting another member of the school / persistent behaviour that falls below our expectations and standards (delete as approp.)

We have investigated the incident with all concerned and recorded this in the class incident book:

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Please could you discuss this with your child and agree how it may be avoided in the future. Thank you.

Yours sincerely,

Mr M J Kelly  
**Headteacher**

## What is bullying?



### What is Bullying?

We consider that there are three levels of School Behaviour:

**Level 1 – Normal school life:** Within any school there will always be the occurrence of incidents and accidents. Friendships will come and go and pupils will make poor decisions all of which is normal in the process of growing up. It is therefore important to keep specific situations in context. Level 1 incidents will happen from time to time, and despite the emotional response pupils and parents may feel, it is important to recognise that it isn't correct to immediately refer to this as bullying.

**Level 2 – Inappropriate and unacceptable behaviours:** Occasionally individual pupils will make poor choices and do or say things that are inappropriate, possibly physical, and unacceptable in the school community. These actions are generally one-off incidents that may result in a school sanction (in line with our behaviour policy) or suspension and parents would be notified of these serious incidents. Again, Level 2 incidents will happen from time to time, and despite the emotional response pupils and parents may feel, it is important to recognise that it isn't correct to immediately refer to this as bullying.

**Level 3 – Bullying:** Bullying is defined as deliberately hurtful behaviour that is repeated over a period of time, where it is difficult for those bullied to defend themselves.

Bullying occurs from time to time in any establishment and manifests itself in a variety of ways.

- Physical (hitting, kicking, taking belongings)
- Verbal (name calling, racist remarks)
- Indirect; (spreading rumours, excluding someone from social groups)

Children who are being bullied may show changes in behaviour. If you think your child is showing any changes in their behaviour then please feel free to discuss this with the school.

The school takes the matter very seriously and takes appropriate steps to eliminate it.

If you are at all concerned about your child, please don't hesitate to see your child's teacher who will report your concerns to the Headteacher.

Should we consider your child to be a bully or that your child is being bullied, you may be invited into school to discuss the matter.

