

7<sup>th</sup> October 2009

Dear Parents/Carers

## Lunchtime Behaviour

The lunchtime behaviour at school is very good but the School Council has identified this as something we could get even better at.

The School Council has been elected for the new academic year and has already met twice to discuss the important issues from their own Class Council meetings. At these meetings the Council has discussed issues raised by children in our Spring 2009 Pupil Consultation. You will recall that a small minority of children were concerned about the behaviour of their peers and School Council has been given the responsibility of investigating. Along with the Senior Leadership Team, the School Council has agreed on some awards and sanctions to help achieve a happy and safe lunchtime for all.

Children can receive Chance Cards at lunch time when demonstrating sensible choices and using good manners. Also, as you will know from recent newsletters, we have reintroduced Yellow Cards which the Midday Supervisors award to children when repeatedly observing sensible, kind and well-mannered behaviour. At the end of each term one child, from each class, will be chosen to receive a special certificate for good lunchtime behaviour, which will be awarded in assembly.

If a child chooses to behave in an inappropriate way, they will be removed from play and asked to stand against the wall, for a cooling-off period. However, if a child continues to misbehave or becomes involved with violent behaviour, of any kind, their name will be recorded in the 'Lunch Time Book'.

The first time a child is recorded in this book their sanction will be that they miss ten minutes of their next play or lunch time, as appropriate.

For being named in the book twice, a child will be removed from their peers and supervised, in isolation, for their entire lunch break. In addition, a letter

will be sent home to inform parents of the incidents and the reason for the sanction. Parents will be asked to acknowledge receipt of this letter by returning a signed slip to school.

Every effort will be made to help the child behave appropriately but, should a child be named in the book three times, during a half-term period, then a lunch time exclusion will be used.

This is an official exclusion, which will be reportable to the Local Authority and appear on the child's record as a 'half- day fixed term exclusion'.

Please bear in mind that, should a single act of misbehaviour be deemed serious enough for immediate exclusion, the above process will be by-passed and Local Authority Exclusion Procedures followed.

We trust that this lunchtime behaviour approach is fair, clear and transparent for all pupils and parents. If you would like to make any comments, please write to me.

The Senior Leadership Team, along with our School Council, is always looking for ways to improve our school and to help continue the high standards of behaviour we expect at Chetwynd Road. Your continued support is much appreciated.

Yours sincerely

Mrs L Shipley  
Deputy Headteacher