St Anne Line Catholic Infant School

part of the wider Christus Trust, Multi Academy Trust

Behaviour and Relationships Policy

Love Learn Pray

Ratified by Governors: July 2025, Reviewed June 2026

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Mission Statement

With Jesus, We Love, We Learn, We Pray.
Together, we grow Our School each day.

Our Vision and Ethos

We aim to instil a love of learning, with Christ at the centre of all we do. Guided by the principle of 'En Magna Constantia'—In Great Constancy—we lay the foundation for a lifelong journey of discovery. We inspire resilience and independence in our learners, encouraging them to remain steadfast and always strive to reach their full potential, no matter the challenges they face.

Our Gospel Values

Love Learn Pray

School Values

At our school we believe in the importance of relationships, ensuring children and young people feel valued, safe and secure, providing a sense of connection with members of staff and a belonging to the whole school community.

Our school reflects the values of the Essex Approach to understanding behaviour and supporting emotional wellbeing known as Trauma Perceptive Practice (TPP)

- Compassion and Kindness - Love
- Hope - Pray
- Connection and Belonging - Learn

We endeavour to make sure that at our school these values run through all the school policies and practice.

School Ethos

It is a core aim of our school that every member of the school community feels valued and respected, and that each person is treated fairly and well. We are a caring community whose values are built on mutual trust and respect for all. This Behaviour and Relationships policy is therefore designed to support the way in which all members of the school can live and work together in a caring way. It aims to promote an environment where everyone feels happy, safe and secure, and able to learn.

We value each individual child/young person and work with families, the community and beyond to offer diverse experiences and support. We develop children and young people to be confident, life-long learners and compassionate, respectful members of their community and the world. We always prioritise the safety of our children and young people and staff. Everything we do in school is underpinned by our safeguarding procedures.

We recognise that children and young people have a 'window of tolerance' within which they feel safe, secure and regulated. When asked to do something outside of this window they can experience stress and react accordingly. Our aim is to help our children and young people to widen their window of tolerance through teaching them about the stress-response in the brain and how they can learn to self-regulate through co-regulation with adults.

At St Anne Line, we also use the Ofsted Handbook to drive expectations on behaviour and attitudes:

298. The behaviour and attitudes judgement considers how leaders and other staff create a safe, calm, orderly and positive environment in the school and the impact this has on the behaviour and attitudes of pupils.

299. The judgement focuses on the factors that research and inspection evidence indicate contribute most strongly to pupils' positive behaviour and attitudes, thereby giving them the greatest possible opportunity to achieve positive outcomes.

These factors are:
• having a calm and orderly environment in the school and the classroom, as this is essential for pupils to be able to learn
• setting clear routines and expectations for the behaviour of pupils across all aspects of school life, not just in the classroom
• having a strong focus on attendance and punctuality so that all pupils benefit from the education and experiences the school offers
• having clear and effective behaviour and attendance policies with clearly defined consequences that are applied consistently and fairly by all staff. Children, and particularly adolescents, often have particularly strong concepts of fairness that may be challenged by different treatment by different teachers or of different pupils
• developing pupils' motivation and positive attitudes to learning, as these are important predictors of attainment. Developing positive attitudes can also have a longer-term impact on how pupils approach learning tasks in later stages of education
• fostering a positive and respectful school culture in which staff know and care about pupils
• creating an environment in which pupils feel safe, and in which bullying, discrimination, sexual harassment, sexual abuse and sexual violence – online or offline – are not accepted and are dealt with quickly, consistently and effectively whenever they occur School Inspection Handbook September 2024

A Relational Behaviour Model

At our school we adopt and use the relational behaviour model which is the approach from TPP. The key principles are as follows:

- Behaviour is something to interpret.
- Children and young people are prone to make mistakes and highly responsive to the environment and context.
- Behaviour management is predominantly through relationships.
- Children/young people who don't manage should be understood and included.
- Boundaries and limits are to keep everyone safe and to meet everyone's needs.
- Rules should be developed together and adapted where needed.
- Consequences are only used within a process of restore and repair.

- 'Inappropriate behaviour' is a sign of unmet need, stress (difficulty in coping), lack of understanding and skills.
- The causes of the difficulties are mostly in the environment and within the context of relationships.
- The solutions lie in understanding what the behaviour tells us about the child/young person and their needs.
- Practice and policy effectiveness is measured by wellbeing and the capacity to adapt and make reasonable adjustments to meet the needs.

General Expectations

We have high expectations for our children and young people, while recognising some children and young people have specific needs. The following expectations cover all times of the school day and where children and young people are representing the school out of hours or off site. This means we:

- encourage a positive attitude to learning within a safe, happy environment
- promote high expectations and enable children/young people to become independent responsible learners
- encourage a sense of respect for our community and our environment
- believe that clear, consistent routines and systems are essential to support children and young people's development and ensure the health, safety and wellbeing of everyone in our school community.

It is everyone's responsibility to remind and support children and young people where these expectations are not met. Equally it is important to comment positively when they are. Staff model expected behaviours, attitudes and habits.

Any behaviour that falls below the expectations of our school (e.g., disruption to learning, unkind or inconsiderate actions), will require some level of intervention. Remembering that every interaction is an intervention, it is important to remember that the strongest approach to support a child/young person is through their relationship with the adult. At all points we try to ensure we keep a strong connection with the child/young person having difficulties. We use positive recognition, as appropriate, to ensure the children or young people know we are still there, and we recognise their effort and any changes they have made.

At our school, staff ensure good routines are in place for:

- Start and end of day
- Transition times
- Lining up incl. assemblies
- Getting changed for PE
- Moving around the school
- Break and Lunchtimes

What do we do to teach and promote positive management of behaviour?

We have 4 key rules to promote positive behaviour:

Ready
Respectful
Kind
Safe

Our Reward Systems

To celebrate the behaviour leading to successful achievements of the children we use the following private and public strategies.

- Specific positive verbal praise.
- A sticker.
- Earning a house point.
- Celebrating success by sharing with the rest of the class or another member of staff.
- Staff move the child's peg to 'excellent effort' or 'you're a star' on the class behaviour chart.
- Smiley face award cards (individual and whole class) for lining up at the end of playtimes, children place a ball in their rewards container, when full they gain extra playtime.
- Golden leaf award in celebration assembly for one of our mission values: love, learn or pray.
- Head Teacher's Hot Chocolate Hero award - special time with the Head Teacher or other member of SLT.

We believe that all behaviour is communication, and it is our job as adults to understand what that behaviour is telling us. We need to become 'stress detectives' and ascertain both why, and why now? Finding the cause of the behaviour will help us to work alongside the child or young person in order to help them to regulate themselves both in the short term and in the longer term through developing strategies to aid their resilience.

Viewing behaviour as a learning process

At our school we accept and understand that learning how to regulate our behaviour is a learning process. At times children and young people will push limits, boundaries, and societal norms as part of their normal development. They may also react in different ways to stress, boredom, lack of understanding, over-excitement, and disappointment. Using the relational model, we offer support, help and guidance to the child or young person along with co-regulation so they can develop strategies to regulate themselves and develop resilience for the future. It is our role, as fully developed adults, to help guide children and young people, to make helpful and positive choices when they can by relating to them and helping them to restore and repair as required. We know that this is the best way to respond to our child/young person's behaviour and maintain our relationship with them. The approach we strive for is based on the premise of 'connection before correction'.

Our general responses incidents

Our school believes that all behaviour is communication and in the power of using restorative approaches.

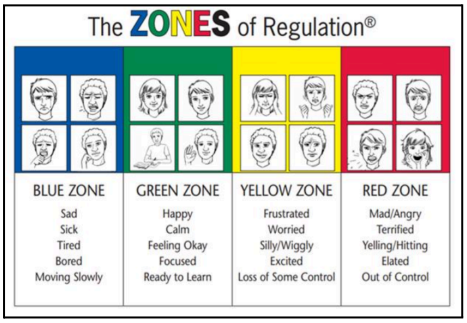
In using this process at our school, we use four questions:
• What happened?
• What were you feeling or thinking at the time?
• Who has been affected?
• What can we do to make things right? (What should happen next?)

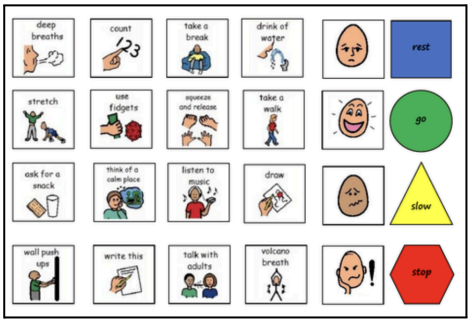
At our school the staff work with the child or young person using psychoeducation so that they understand how their brain works and reacts to stress responses. By doing so, we provide them with the opportunity to recognise when they are becoming dysregulated and assist them (using co-regulation) in developing self-regulation strategies for the future. By developing new strategies, this ensures that they have learnt from an incident so that they can be more successful next time. The impact of our approach is evident in the relationships forged throughout the school.

As part of the restore and repair process, they have the chance to show the person that has been affected by their action that they are sorry. This can be in the form of verbal, written, picture, or an action.

Such processes do not shy away from using consequences where logical, appropriate and proportionate. They also focus on the need to take responsibility for finding a constructive way forward for all concerned. This might mean a sincere apology followed by an act of kindness. Such approaches encourage the child or young person in our school to reflect and consider not only the consequences of their actions on themselves, but also the impact of their actions on others. We also support them in developing strategies to help the child or young person to regulate themselves to avoid the situation happening again in the future.

It is important that children are given some suggestions on what they can do if they are faced with a situation or feelings like this again. We use the Zones of Regulation which enables children to reflect on their feelings and provides a toolbox of strategies they can use to regulate themselves. Sometimes co-regulation is required where staff will support a child with the toolkit by modelling. Some children will have a personalised toolbox of strategies. Please view our PSHE Curriculum to see when and how we teach the Zones of Regulation.







Using logical consequences

Consequences can be a useful response to behaviours, remembering that some behaviours result in positive consequences. When responding to unwanted behaviour, the consequences we use in our school always look at the incident with the knowledge of the stress response (and how the brain reacts), the relational model and with the aim to repair and restore through relationships.

Our school applies consequences using the following principles:

- Adults are clear that it is a consequence
- Consequences are delivered with empathy and understanding of the context
- Consequences are logical and fair
- Consequences are appropriate to the CYPs level of understanding
- Consequences keep CYP safe. They can be proactive based on lessons learnt from previous incidents.
- Consequences protect the relationship.

Evidence shows that sanctions alone have limited long-term effects, so it is important for the pupil to see a logical link between their behaviour and the response. Consequences should, wherever

possible, have a clear link to the incident and help the pupil to learn how to behave more appropriately should a similar situation occur again, tailoring this to the needs of the individual.

It is helpful to view consequences as protective and/or educational. Best practice suggests that all protective consequences should run alongside educational consequences, as it is unlikely that long-term change will occur without this.

Protective consequences: these are required to protect the rights of others and keep a child or young person safe. At our school this may include:

- co-regulation to help develop self-regulation strategies
- increased staff ratio
- change of school day/timetable
- arrangements for access to outside space
- child or young person escorted in stressful situations
- Adapted teaching space

Educational consequences: at our school we use these to teach, encourage, support and motivate the child or young person to behave differently next time though better understanding. These should always be logical, appropriate and proportionate. Examples include:

- ensuring the child or young person completes the task they have disrupted
- rehearsing/modelling situations through intentional teaching of prosocial behaviour
- ensure the child or young person assists with repairs where they have caused damage (when possible and practical)
- intentionally provide educational opportunities for the child or young person to learn about the impact of certain actions and behaviours
- providing the child or young person with an opportunity to 'put things right' through a process of reflecting, repairing and restoring relationships.

Examples of unwanted/anti-social behaviour	Possible Consequences
Relatively low impact such as, • Calling out • Distracting others • Refusal to complete assigned activity • Disrespectful comments • Swearing • Damage to property • Difficulty following routines, rules or boundaries	Verbal Interventions– e.g. I know you can behave better than this. I'd really like to see that. Reflection support during breaktime or lunchtime with trusted adult. I can see there's something wrong (acknowledge their right to their feelings) I'm here to help and listen. Tell me what happened Talk and I'll listen (it may be possible for staff to find out how the situation has developed, or how it may be resolved)
Relatively high impact such as, • Bullying • Behaviour resulting in harm • Any discriminatory behaviour • Causing significant, deliberate damage to school property	1. SLT notified. 2. Opportunity for reflection/Zones of Regulation. 3. Restorative approach followed - See Behaviour Blueprint. 4. My Concerns completed for discriminatory incidents. 5. Incident recorded (STAR Form or My Concerns). 6. Parents notified by telephone by SLT member.

	7. Outcome will be personalised based on previous behaviour, severity, response from pupil(s). 8. Withdrawn or changes to timetable. Parents/carers to be informed of decision via phone or face to face/Suspension whilst adult make reasonable adjustments. 9. If response leads to Fixed-term exclusion – parents/carers also notified in writing. Re-integration meeting to be held directly after fixed-term exclusion.

Use of suspension as a consequence

Our school still applies the protective and educational approach to consequences even if the outcome is suspension: protective as a suspension insists on a short term change in routine and becomes educational when the provision is more personalised to meet the child/young person's needs.

Appropriate use of suspension is to allow the adults time to make the necessary adjustments to meet the needs of the child/young person going forward. This includes:

- reflecting, identifying needs and amending plans
- using the time to prepare psychoeducation or other appropriate interventions to support
- using co-regulation to develop self-regulation strategies.

We understand that whilst a suspension might mark a break from the challenge for school staff, this is often not the case for the child/young person. Reflection and restoration are still essential to enable pupils and staff to learn from the situation, to not carry unresolved shame with them, and to remain hopeful for the future.

To achieve this, suspensions are issued with kindness and compassion. At our school we will always explain why the suspension is happening, separate the child/young person from their behaviours and ensure they have a safe adult who provides unconditional positive regard. We also provide hope for their return by planning for their reintegration and providing opportunities for them to share their views.

We refer to the Education Access Team's Suspension Guidance.

Use of exclusion as a consequence

Our school considers the following principles/questions when considering exclusion:

- Is it absolutely necessary to exclude?
- Is it in the best interest of the child/young person?
- Is it in the best interest of the school community?

We also understand that the child/young person will likely remain within the local community. To sustain hope for the child/young person, exclusion is presented as a means of accessing an alternative safe space rather than a threat or punishment.

On the rare occasion that exclusion occurs, our school ensures:

- Positive goodbye with closure for staff, child/young person and their family

- A robust handover between school staff to support the transition to the new school/setting
- Ensuring the child/young person takes all their work with them to share with their new teachers, demonstrating their achievements and what they are proud of
- Restoration opportunities in the new school/setting, repairing the child/young person's relationship with education
- Encouragement to build new positive relationships to ensure a sense of belonging.

There are 15 DfE exclusion codes that can be used to record why a child/young person is excluded:

PP – Physical Assault against a pupil orientation and gender identity	PA – Physical Assault against an adult	VP – Verbal abuse/ threatening behaviour against a pupil
VA – Verbal abuse/ threatening behaviour against an adult	OW – Use or threat of use of an offensive weapon or prohibited item	BU – Bullying
RA – Racist abuse	LG – Abuse against sexual	DS – Abuse relating to disability
SM – Sexual misconduct	DA – Drug and alcohol related	DM – Damage
TH – Theft	MT – Inappropriate use of social media or online technology	DB – Persistent or general disruptive behaviour

As our school seeks to understand behaviour, we do not exclude for 'Persistent Disruptive Behaviour' as there are 14 alternatives which provide a far more meaningful description of behaviours.

We refer to the Education Access Team's Exclusion Guidance.

Harm from dysregulated (stress) behaviour

Our school always prioritises the safety and welfare of all staff and children/young people, recognising that everyone is entitled to a safe and supportive environment. Any incident (verbal or physical) which compromises safety can be perceived as harmful. Our staff understand through training that this behaviour is not necessarily deliberate, rather it is often due to a stress response.

Supporting those who have been harmed

Our staff and children and young people receive the individual support they need in response to any incident where the behaviour has compromised the wellbeing of someone else, causing harm. Occasionally there may be times, despite all reasonably practicable measures being taken, when prevention is unsuccessful, and someone is harmed. At these times our school ensures that this person (adult or child/young person) is fully supported.

We always consider the following:

- are they physically safe and protected?
- do they need immediate first aid & medical treatment?
- is there a need for immediate police involvement?
- ensure they have the opportunity to talk about the incident either with a trusted person or other independent service
- give reassurance to reduce feelings of guilt and/or anxiety

Risk Assessment Process

In our school we use a risk assessment process as the starting point for preventing harm for identified vulnerable children and young people. It identifies what is likely to cause stress to them, using all the information known about them. Once all this information is collated, a strategy for supporting a situation appropriately and keeping everyone safe can be developed. An example of information to be included in the risk assessment can be found in the appendix.

Physical intervention (control and restraint) - the use of reasonable force

"Christus Catholic Trust (CCT) schools believe that it is important to establish a safe, secure and stable environment to enable pupils to grow, develop and learn. To achieve this, the trust and the schools recognise that, the use of reasonable force and restrictive intervention or suspension and permanent exclusion may be necessary as a last resort. As such the schools will refer to the Trust Physical Intervention Policy and the Trust Suspensions and Permanent Exclusion Policy, which can be found on both the Christus Catholic Trust website CHRISTUS CATHOLIC TRUST - Trust Policies and the individual school websites.

At our school we make sure we are aware of our duties of care and follow the law. The law states that it is permissible to use reasonable force to prevent children and young people committing an offence, injuring themselves or others, or damaging property, and to maintain good order and discipline in the classroom. The latest guidance from the DfE can be found here: DfE Behaviour in Schools February 2024

The use of physical intervention techniques is only one aspect of co-regulation and is usually the last resort when it is deemed absolutely necessary. It may resolve a short-term situation, but the long-term aim must be to help the child or young person to be able to self-regulate during times of stress.

If such actions are necessary, the actions that we take aim to use the minimum amount of force necessary for the minimum amount of time necessary. Where physical intervention is needed, this is recorded and reported immediately to the head teacher.

Our school follows the **Essex Guidance 'Understanding and Supporting Behaviour - Safe Practice for Schools and Educational Settings (Including the use of restrictive / non-restrictive physical intervention)'**
It can be found here: Understanding and Supporting Behaviour - Safe Practice for Schools - August 2023.pdf (essex.gov.uk)
Within this guidance, it is regarded as best practice to record every incident where the use of restraint has been deemed absolutely necessary and to follow the other recommendations set out in this document.
This includes reporting to ECC via MySafety.

The MySafety system is used to record all accidents, violence, work related Ill Health and near misses.

Click here to log an incident (please use the Access Token: ABC123)

Where it has been deemed necessary to use a restrictive physical intervention, the detail of this should be accurately recorded and the incident communicated to parents. Parents should be informed of the incident initially by phone and it should then be followed up in writing.

There are occasions when staff will have cause to have physical contact with pupils for a variety of reasons, for example:
• to comfort a pupil in distress (so long as this is appropriate to their age);
• to gently direct a pupil;
• for curricular reasons (for example in PE, Drama etc);
• in an emergency to avert danger to the pupil or pupils;

In all situations where physical contact between staff and pupils takes place, staff must consider the following:
• the pupil's age and level of understanding;
• the pupil's individual characteristics and history;
• the location where the contact takes place (it should not take place in private without others present).

A member of staff may physically guide, touch or prompt children in appropriate ways at appropriate times. It is extremely important that you have read and understood all relevant policies to appreciate the reasons why we may choose to use physical intervention or restrictive physical intervention with children and the appropriate ways in which we do so.

Why Do We Use Touch? We may choose to use a physical intervention with children for a variety of reasons, but in general terms we would normally do so for either comfort reward or guidance.

How Do We Use Touch?

Hugging
We encourage staff that are using touch for comfort or reward to use a 'school hug'. This is a sideways on hug, with the adult putting their hands on the child's shoulders. This discourages 'front on' cuddling and the adult's hands on the shoulders limits the ability of the child to turn themselves into you. Hugging can be used either standing or seated.

Hand-Holding
We recognise that children sometimes enjoy being able to hold hands with adults around them. This is perfectly acceptable when the hand holding is compliant. However, if the handholding is being used by an adult as a method of control to move children, this can become a restraint. Therefore, we encourage the use of the 'offering an arm'. This is done by the adult holding their arm out, and the child is encouraged to wrap their hand around the adult's lower arm. The adult's other hand can then be placed over the child's for a little extra security if it is required. In summary, it is generally deemed appropriate to touch others on the upper arm and shoulders.

Lap-Sitting
At our school we actively discourage lap-sitting. Children should be taught to seek comfort/attention through other means. If a child attempts to sit on your lap, explain and ask them to sit next to you if it is appropriate. At times, children may in such crisis or distress that they hold you in a way which is not described as above (e.g. 'front on' hug/lap sitting). If this should happen please ensure that you have informed a senior member of staff. You will be asked to make a note of this, this will be in order to record and monitor the amount of times the student is seeking this support from staff and to

analyse the child's unmet need. Please note that although we have a touch policy and believe that contingent touch can be a positive experience for the children that we care for, this does not mean that you have to use physical interventions with children. It should also be realised that some children will not want to be touched. Please respect this.

Staff have a 'Duty of Care' towards the students in their care. Therefore if a student is likely to be at risk from harm if you do not physically intervene in an emergency situation, you must take action. The action you take will be dependent on the dynamic risk assessment that you make at that moment in time.

If you have any questions or would like a further discussion regarding this policy, please speak to your line manager at the earliest available opportunity.

Screening and searching children and young people

At our school we are all aware that there are legal provisions which enable school staff to confiscate items from children and young people:

DfE Advice for Schools July 2022 - Searching, Screening and Confiscation (publishing.service.gov.uk)

From this guidance our staff understand that they may confiscate items that are of high value, deemed inappropriate and are against the school policies or are causing concern. Where a specific policy about the item does not exist, the teacher should use their discretion about whether the item is returned to the child/young person or to their parent/guardian. Items returned to them should usually be returned no later than the end of that school day. If the item needs collecting by a parent/guardian, the teacher should ensure that the parent/guardian is made aware that an item has been confiscated – either through the child/young person or via text/phone call. Where the item is of high value or deemed inappropriate, contact should be made directly with the parent/guardian.

Staff do have the power to search without consent for "prohibited items" including:

- knives and weapons
- alcohol
- illegal drugs
- stolen items
- tobacco and cigarette papers
- fireworks
- pornographic images
- any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property; and any item banned by the school rules which has been identified in the rules as an item which may be searched for.

How we support children and young people with additional Social, Emotional and Mental Health needs

At our school, we acknowledge that some children and young people will have, at times, additional needs. We recognise that children and young people may experience a range of social, emotional, mental health needs which present themselves in many ways. These may include children and young people displaying challenging, disruptive or stress-related behaviours. These behaviours may also reflect underlying social interaction difficulties, sensory or medical needs or clinically diagnosed needs such as attention deficit disorder, attention deficit hyperactive disorder, foetal alcohol disorder or attachment difficulties.

We will always endeavour to understand behaviour, support emotional wellbeing and make reasonable adjustments to our provision to support progress and engagement using a variety of strategies developed with key adults within the child/young person's life (staff, family, professionals) in order to best meet their needs. In Essex, this is done in the context of One Planning. We also recognise the needs of children and young people with Special Educational Needs and Disabilities (SEND) and follow the policies and procedures associated with supporting these children and young people, including but not limited to, the SEND code of practice, Equal Opportunities and Disability Act.

Recognising that 'flexible consistency' allows for personalisation and reasonable adjustments, staff in our school are trusted to apply this policy with discretion through their knowledge of the child/young person's context. This includes integration between policies which enables staff to seek the views of internal school leads for SEND, Mental Health, Pastoral Support and Safeguarding to ensure that use of all the policies enable a fair and informed decision.

We understand that the communicating behaviour(s) most likely comes from a place of stress which may come from anxiety, fear or as a result of a barrier to learning. We have a duty to strive to help children and young people to return to a place of regulation, within their 'Window of Tolerance', as only then will the child or young person be in a place to learn, connect and thrive.

Ways to Support Understanding

At our school we believe that understanding what the behaviour is communicating to us is the first part for planning a response.

Our Principles - the things we will do as adults

All staff

- **Seek to understand the communication behind the behaviour**
- **Keep the relationship at the forefront when seeking to restore and repair (connection before correction)**
- **Model compassion and kindness, provide hope and support, connection and belonging**
- **Understand that any event in a child or young person's life can impact on how they think, feel and act**
- **Use of logical consequences rather than just simply punishments or sanctions**
- **Provide routines, set limits and have clear boundaries**
- **Regulate our own emotions**
- **Co-regulate with young people and help them to develop self-regulation strategies for the future.**

Head Teacher

- Leads on all aspects of this policy and model the expectations for all staff
- Ensures that all staff receive regular purposeful training to support relationships and minimise risk
- Ensures that all staff are provided with clear instructions for reporting incidents of harm and that all such reports are thoroughly investigated and responded to
- Ensures that risk assessments are carried out when required and that appropriate measures are implemented
- Is the only person authorised to suspend or exclude a child or young person (or the Deputy Headteacher in their absence)

Other Senior Leaders

- Lead on all aspects of this policy and model the expectations for all staff
- Ensure the policy is implemented effectively
- Ensure all staff are appropriately trained
- Oversee the specific needs of all children and young people across the school
- Provide support to staff, children/young people and parents/carers as necessary
- Link with outside agencies to access additional services
- Ensure that all tracking and reporting of incidents and additional needs are up to date

Classroom Staff

- Plan the teaching and learning for all children and young people
- Include parents/carers in personalised planning for their child
- Communicate regularly with parents/carers about their child's needs
- Provide specific support for children and young people experiencing any difficulties, whether this is an ongoing need or a short term difficult a child or young person may be having.

Family

- Inform the school of any concerns about changes in their child/young person's behaviour, emotional wellbeing or mental health
- Have open conversations with the school
- Engage with support offered by the school and other agencies to further support their child/young person's needs

Governors

- Ensure that appropriate policies are in place, that they are regularly reviewed, and their effectiveness monitored
- Undertake their statutory role around suspension and exclusion
- Ensure that all staff receive purposeful training in order that they can undertake their role

Further Guidance

1. Keeping children safe in education 2023 (publishing.service.gov.uk)
2. Behaviour in schools guidance Sept 2022
3. Reducing the Need for Restraint and Restrictive Intervention June 2019
4. Suspension and Permanent Exclusion Sept 2022
5. Searching, Screening and Confiscation July 2022
6. Positive environments where children can flourish (2021)
7. Creating a Culture: how school leaders can optimise behaviour (DfE, 2017)

Notes on the Following Appendices

These contain examples of recording and assessment tools. We also follow our Behaviour Blueprint as a simple child friendly tool which summarises the methodology behind the policy in a practical and consistent manner. This can be found as a separate document on the website.

The following appendices contain ways to help us to understand the behaviour

Appendix 1: A Tool for Understanding and Reframing Behaviour
Appendix 2: STAR Analysis
Appendix 3: Adult Response Plan (Triggers and Strategies/Consistent Support Plan
Appendix 4: Environmental Checklists for children/young people with additional Social Emotional and Mental Health (SEMH) needs
Appendix 5: Risk Assessment Guidance

Appendix 1 - A Tool for Understanding and Reframing Behaviour

Describe the behaviour **Review and be curious**	**Reframe the Behaviour** **from for example: "He's just lazy" or "She just wants to get attention"** **to something more helpful.** **Examples of reframing-**	**Reflections** **How is this behaviour understandable?** **What's getting in their way/what are the barriers?** **How can we help?**	**Adult response** **What do we need to intentionally teach?** **Find the barriers and remove them**
Be the stress detective - **why and why now?** **What is the typical adult response?** ● **Is there an adult response plan?** ● **Is the plan helpful, shared, used and understood?** ● **Is there a personalised stress/distress management plan?** **Consider the environment** **Is there adequate differentiation for learning and sensory needs and personal strengths** **How are rules shared, talked about and explained?**	**Avoidant: in 'fight/flight' survival mode** **Defiant: in 'fight/flight' survival mode, coping with threat** **Aggressive(controlling): outside window of tolerance. Dysregulated in the hyperarousal state as a result of becoming distressed. Now in 'fight' survival mode, adaptive strategy to manage underlying vulnerability e.g. fears, anxieties, helplessness, confusion, shame, or feeling frightened** **Attention seeking: attachment/connection needing: they need time and attention for something in that moment (they do not feel safe and secure yet and trying to gain a sense of belonging)** **Withdrawn: cautious possible indicator of an emerging 'flight/hypoarousal and or freeze' response being used to cope with the situation** **Rude: self-protective: "I need you to know how I feel so I'm going to make you feel like it too so you will help me", or "I don't think you like me/don't care". In fight mode.** **Not engaging: doesn't feel safe yet. possible indicator of an emerging dysregulation response being used to cope with the situation.**	**The impact of trauma** **For example-How have any adverse experiences affected their ability to trust, share attention? (confirmed or assumed)** **Feelings fuelling the behaviour** **Is the child/young person projecting their feelings onto you? Are you inadvertently re-enacting previous relationships? Are you too distressed by the behaviour to co-regulate?** **Attachment history- what is their survival strategy?** **How have earlier experiences shaped the child/young person's preference for connecting with others? How is this being challenged/affirmed?** **Social development** **Can they play with or are they better alongside? Can they share and negotiate? Do they show empathy?**	**Structure and Predictability** **Visual routines, preparation for transitions, opportunities for sensory input and relaxation** **Adapt the learning** **Small steps, time limited, clear and realistic expectations, choice and use the child/ young persons's strengths** **Rhythmic/repetitive intervention/support.** **Relationships with the staff** **Compassionate and kindness in the greetings, verbal language and body language; genuine empathy for tough times, exploration of feelings, use of regulate/relate/reason. Use PACE.** **Relationships with peers** **Role playing and social stories, mentors, clear roles in any group activity, reduce competition, increase play and fun.**

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A Tool for Understanding and Reframing Behaviour

Describe the behaviour **Review and be curious**	**Reframe the Behaviour**	**Reflections** **How is this behaviour understandable?** **What's getting in their way/what are the barriers?** **How can we help?**	**Adult response** **What do we need to intentionally teach?** **Find the barriers and remove them**

Appendix 2: STAR Analysis

STAR Approach – behaviour analysis chart

Child's name _____ **Date & Time** _____

Staff name _____

Setting	**T**rigger	**A**ction	**R**esult
Where did the event occur?	What happened just before the event?	What behaviour did the child display?	Result for the child? How did adults respond? How did other children respond?

Appendix 3: Adult Response Plan

My Triggers and Strategies

Child's Name:

Short Summary of needs:			
Proactive Strategies	**In the moment responses**	**Skill Building**	**Monitoring and Communication to achieve desired outcome**
Clear Expectations **Visual Supports** **Pre-Teaching Before Social Times** **Sensory & Movement Opportunities**	**Immediate, Calm Redirection** **Provide Alternatives** **Consistent Consequences**	**Social Skills Teaching** **Positive Reinforcement** **Peer Play Support**	**Daily Check-Ins** **Home Communication** **Documentation**

My Triggers and Strategies

Child's Name _____

Short Summary of needs:		
Recognised Triggers	**Pre-emptive strategies**	**Desired Outcome**

Consistent Support Plan

Date of plan _____ Child's Name/Initials _____

Level 1	Level 2	Level 3	Level 4	Level 5
What you may see:	***What you may see:***	***What you may see:***	***What you may see:***	***What you may see:***
What I am trying to communicate: • I	**What I am trying to communicate:** • I	**What I am trying to communicate:** • I	**What I am trying to communicate:** • I	**What I am trying to communicate:** • I
How can you support me? Consistent words/phrases to be used put in blue	**How can you support me?** Consistent words/phrases to be used put in blue	**How can you support me?** Consistent words/phrases to be used put in blue	**How can you support me?** Consistent words/phrases to be used put in blue	**How can you support me?** Consistent words/phrases to be used put in blue

Appendix 4: Environmental Checklists for children/young people with additional Social Emotional and Mental Health (SEMH) needs

Consider the needs of a specific child/young person before exploring the school environment with them in mind.

The questions are designed to be prompts to inform One Planning.

The individual checklists complement each other, but separate different school environments in order to consider a child's presentation in different contexts thus drawing attention to differences and similarities. Some questions are therefore repeated.

Safety	Y/N n/a	What needs to be done
If deemed appropriate, has a risk assessment been completed to assess and manage risks involved in the provision for the child/young person?		
Have actions been taken to address identified risks?		
Have staff received appropriate training as part of addressing identified risks?		
Have parents/carers been involved in the assessment and planning to support the safety of their child/young person in school?		
Have parents/carers been informed of any incidents where safety of their child/young person has been of concern?		
Is the child/young person feeling secure in their relationships with adults and peers? (see Social Interaction section)		

The SEND Environment	Y/N n/a	What needs to be done
Has a One Page Profile been completed for this child/young person?		
Are procedures in place to share the One Page Profile with familiar adults and those unfamiliar with the child/young person eg. supply teachers?		
Is One Planning in place for this child/young person?		
Is there a current Adult Response Plan in place for the child/young person?		
Are major/repetitive incidents or communicating behaviours which cause concern analysed so changes can be planned for? (using STAR analysis tools)		
Has the school/setting communicated appropriately and effectively with the child/young person's parents/carers?		
Does the child/young person separate appropriately from parents/carers at the start of the day and return happily to them at the end of the day?		
Are parents/carers requesting parenting support at home and have they been appropriately signposted?		
Are there any outside agencies already involved in the support for the child/young person?		
If outside agencies are involved, have their recommendations been followed effectively?		
Have interventions provided by outside agencies been delivered?		

The Learning Environment	Y/N n/a	What needs to be done
Have the child/young person's views about their learning been sought?		
Is the child/young person able to access support quickly in the classroom when necessary?		
Is a Learning Support Assistant directed to support the child/young person?		
Does the Learning Support Assistant have a good understanding of the child/young person's needs?		
In line with best practice, does the Learning Support Assistant offer hover support?		
Are there procedures in place to regulate and monitor the use of personalised provision if necessary?		
Is there a safe place that the child/young person can access within the classroom when necessary?		
Is the child/young person seated in a place that supports their needs eg. away from distractions or close to the exit?		
Is the child/young person able to attend to and engage with whole class learning?		
Is the child/young person seated with good role models and away from others who may prove distracting?		
Is the child/young person able to work effectively with peers in a group?		
Is the child/young person able to focus and complete independent work for an appropriate period of time?		

Are adults using positive language around and to the child/young person?		
Are adults using the language of Growth Mindset to support the child/young person?		
Are the child/young person's feelings and emotions acknowledged?		
Do staff react consistently to communicating behaviours?		
Are rewards and consequences given fairly and consistently?		
Is the child/young person given access to sensory, movement or brain breaks when necessary?		
Have the child/young person's sensory needs been explored? If so, has provision been made for them?		
Does the child/young person have good relationships with the adults in the classroom?		
Does the child/young person enjoy being given responsibility?		
Are there times when the child/young person can focus on work for longer periods of time?		
Are there specific subjects that the child/young person finds more difficult to engage with, such as Literacy or PE?		
Is the child/young person able to work outside of the classroom when appropriate?		
Is the child/young person supervised adequately when out of the classroom?		

Do all staff know how to react to the child/young person and his/her communicating behaviour when encountering them in the school?		
Is the child/young person able to follow normal school rules and routines without additional supervision e.g. using the toilets appropriately, sitting with peers in assembly?		
Is the child/young person able to line up with their peers?		
Does the child/young person have any other significant relationships with staff or children around the school?		

Social interaction (less structured environments)	**Y/N** **n/a**	**What needs to be done**
Have the child/young person's views about friendships and relationships with adults and peers been sought?		
Does the child/young person have friends they can play with?		
Is the child/young person able to interact appropriately with other children beyond their friendship group?		
Is the child/young person able to play safely and independently?		
Are there systems in place that allow the child/young person to access play opportunities eg. play leaders, equipment?		
Are there alternative, more structured environments available within the school available to support the child/young person eg. lunch clubs?		
Does the child/young person know how to access adult support in less structured environments?		
Do the adults supervising have a clear understanding of the child/young person's needs?		
Do staff react consistently to communicating behaviours?		
Are rewards and consequences given fairly and consistently?		

Appendix 5: Risk Assessment Guidance

Key Questions for the Risk Assessment

1. Assess the risk and reducing the potential for harm

Adopting precautionary and preventative steps which help to avoid, prevent, minimise or mitigate incidents where staff can be harmed. Maintaining a sense of proportion in relation to the assessed risk. Best practice will be to involve parents/carers and the child or young person in this risk assessment process.

Possible questions to inform the risk assessment

- What harm could occur and how severe could this be? How likely is this harm?
- What information is provided for staff, how is it communicated?
- Is the right level of training provided to relevant staff?
- Are there changes needed to the way people carry out their duties or where they work?
- Has there been sufficient accounting of the site layout and the knowledge of the immediate working environment?
- Incident recording and response to incidents.
- How is any information, reports, involvement with other agencies such as the police and Children's Social Care shared?

The assessment will include:

- Identified vulnerable child/young person (those that are most likely to become dysregulated when, where including activities and areas).
- Existing preventative measures and evaluation of the other potential risks.
- Additional preventative and control measures identified, including timescales.
- Communication procedures and review arrangements.

2. Write an action plan

Any actions should be written monitored by Head Teacher/Senior Management and Governors to ensure that all items identified have sufficient resources allocated and have been addressed. The plan should be fit for purpose and tailored to managing the specific risk presented by identified child/young person or groups of children and young people. The plan should include the following:

- Action required,
- Action by whom
- Risk priority
- Projected timescales
- Date completed

3. Monitor, Review and update the assessment

Any risk assessment should be regularly reviewed and updated. It also should be visited again following a significant incident to reflect on any learning or additional protective measures.

This appendix forms part of the school's Behaviour Policy and reflects updates to statutory guidance from the Department for Education (DfE). It should be read in conjunction with the main policy.

Definitions
When read or used in relation to this document and/or the DfE statutory guidance for maintained schools, academies, and pupil referral units in England, the following definitions will be adopted by all Christus Catholic Trust Schools.

Governors/Trust Board - Shall relate to the Board of Trustees, and the Christus Catholic Trust Schools Local Governance Committees (LGC)
Parent - The definition of a 'parent' can be found in the Education Act 1996, and this applies to all the legislation to which this guidance relates. In addition to the child's birth parents, references to parents in this guidance include any person who has parental responsibility (which includes the local authority where it has a care order in respect of the child) and any person (for example, a foster carer) who has care of the child. To reflect this, this guidance uses 'parent' to refer to both parents and carers.

Banned Items and Searches
In line with DfE guidance (Searching, Screening and Confiscation, 2022), authorised staff may search a pupil or their belongings where reasonable grounds exist. Searches will always be conducted respectfully, with a second member of staff present, and, whenever possible, searches will take place away from other children. Staff will never ask a pupil to remove clothing beyond outer clothing. Outer clothing means clothing that does not expose underwear or skin. Parents will be informed as soon as practicable of searches conducted, and any safeguarding concerns identified will be managed according to school safeguarding procedures and may involve external agencies where appropriate. Any prohibited or banned items found will be confiscated and dealt with in line with statutory guidance and the school's behaviour and safeguarding policies.

Restrictive Interventions including use of reasonable force, in schools April 2026
The DfE's Restrictive Interventions Guidance (April 2026) makes the recording and reporting of the use of reasonable force and seclusion a statutory duty for schools.

Definitions and Legal Framework
Restrictive intervention
A means to prevent, restrict, or subdue the movement of the body, or part of the body, of a pupil. This guidance uses *restrictive interventions* as the umbrella term to describe both physical and non-physical actions intended to restrict movement.

Reasonable force
A term used in legislation which includes physical restrictive interventions. All members of staff have the legal power to use reasonable force in limited circumstances. Reasonable means using no more force than is necessary for the least amount of time, the application of which will depend on the circumstances. Staff may use reasonable force to prevent or stop a pupil from:
causing injury to themselves or others, committing a criminal offence, damaging property, causing disorder within the school.

Seclusion

A non-disciplinary intervention involving keeping a pupil in a place away from others and prevented from leaving by physical obstruction, blocking, or fear of consequence. It must only be used as a safety measure to protect others from harm when a pupil is experiencing high levels of emotional or behavioural dysregulation. In such circumstances, the pupil is not acting with intent. The place to which the pupil is confined must be safe and not feel threatening or intimidating. The pupil must be supervised at all times during the period of seclusion, and as soon as the pupil's behaviour has reduced, the pupil should be permitted to leave. Seclusion will never be implemented as a punishment.

Christus Catholic Trust's Physical Intervention and the use of Reasonable Force Policy
Positive handling refers to the appropriate use of physical contact to support, guide, comfort or protect a child. In certain circumstances, this may include the lawful use of reasonable force.

Staff may need to use safe touch or restrictive physical interventions to keep children safe, for example when a child is at risk of harming themselves or others, damaging property, committing an offence, or causing serious disorder. Any use of restrictive physical intervention will always be a last resort.
Positive handling and physical techniques are not risk free. There is a possibility that accidental bruising, scratch marks or other injuries may occur when a physical intervention is used. Any injuries will be recorded and managed through the school's safeguarding and reporting processes.

Staff understand that some children may need to regulate in calm, supervised spaces. Where seclusion is necessary, it must be brief, for safety or that of others. This is only ever a short-term safety measure and is never used as punishment. Any use of seclusion will follow DfE Restrictive Interventions Guidance (April 2026) and relevant expectations within Behaviour in Schools (February 2024) only, supervised at all times, and never used as punishment.

All incidents of restrictive intervention involving reasonable force or seclusion will be recorded and follow the DfE's statutory guidance for recording. The Trustees and LGC receives regular reports and will interrogate trends and patterns.
The school will inform parents as soon as practicable, ideally on the same day. The information shared will include:
the reason the intervention was necessary, the type of intervention, the duration of the intervention, any injuries sustained by the pupil or staff.

Exceptions (statutory) for reporting to parents when: the pupil is aged 20 or over, or reporting would likely result in serious harm to the pupil. In such cases, the local authority must be notified.

Following any incident a restorative or reflective conversation will take place with the child and relevant staff. Where possible, this should be led by a staff member not involved in the incident. The school will consider medical needs and whether adjustments to behaviour support plans or risk assessments are needed. Pupils who witnessed the incident will also be offered appropriate support. A meeting with parents and the child, if deemed necessary. The school and Trust recognise that pupils with SEND may have additional vulnerabilities. The school takes an evidence-based and preventative approach to behaviour and safeguarding. Physical intervention will never replace appropriate support.

Mobile Phones and Connect Technology

The Christus Catholic Trust recognise that, in preparation for the transition to secondary school, some parents may wish their older primary-aged child to bring a mobile phone to school so they can be contacted at the end of the day, particularly if the child is beginning to walk home independently. In line with the Department for Education's *Mobile Phones in Schools* guidance (January 2026), children may only bring a mobile phone (or other smart or connected devices with similar functionality, such as smart watches, trackers or AirTags) to school in circumstances agreed in advance with the headteacher. Where permission is granted, phones and devices must be handed in at the start of the school day and returned as the child leaves. Mobile phones and devices must not be used during the school day under any circumstances. The headteacher holds the final decision as to whether a child is permitted to bring a phone or device to school. The school accepts no responsibility for loss or damage.