

Donaghadee Primary School & Nursery Unit



Pastoral Care & Positive Behaviour Policy

Donaghadee Primary School & Nursery Unit

Pastoral Care & Positive Behaviour Policy

Our Motto

Learning, caring and growing together

A simple but powerful statement that reflects our commitment to high-quality learning, positive relationships and supporting every child to flourish.

Our Ethos

At Donaghadee Primary School and Nursery Unit, we foster a warm, inclusive and child-centred environment where every learner is valued, supported and inspired. We nurture curiosity, confidence and resilience, celebrate individuality and provide enriching opportunities that help children develop a strong sense of belonging.

Our Vision

We aspire to inspire curiosity and nurture confident, independent and resilient learners who value both themselves and others. Through strong relationships, kindness and a sense of community, we equip children with the skills, creativity and optimism needed to embrace challenges, recognise their strengths and shape a positive future.

Our Mission

Our mission is to engage, support and empower every child through meaningful, high-quality learning experiences. We provide a safe, nurturing and inclusive environment where children are encouraged to develop confidence, resilience and independence. Working in partnership with families and the wider community, we foster a love of learning and help every child thrive as a valued and responsible member of society.

Our Values

At the heart of our school are six core values that guide our decisions, relationships and daily experiences:

- Respect – valuing ourselves, others and our environment.
- Kindness – showing care, empathy and compassion.
- Resilience – persevering when challenges arise.
- Curiosity – embracing opportunities to learn and discover.
- Responsibility – taking ownership of our actions, choices and learning.
- Happiness & Wellbeing – promoting a positive, safe and nurturing environment.

These statements are more than words; they reflect our shared commitment to ensuring that every child feels valued, supported and inspired to achieve their full potential. They will continue to shape our school culture, guide our decision-making and underpin the experiences we provide for our pupils each day as we live out our motto:

Learning, caring and growing together.

Donaghadee Primary School & Nursery Unit Pastoral Care & Positive Behaviour Policy

Our General Focus

The pastoral care dimension permeates every aspect of school life and requires a caring commitment from every member of the school community.

As a caring community we would aim to:

- Make parents feel welcome in the school and encourage them to feel that their role is important and appreciated.
- Enlist the support of parents in a variety of ways - curricular and extra-curricular, supervisory, fund raising and general involvement in many school activities.
- Encourage the staff to develop a policy of mutual respect and help.
- Seek the assistance of outside agencies to extend pupils' experiences.
- Continue to link and liaise with other schools and outside agencies for mutual support and assistance.
- Continue our close links with local churches and other organisations.

Positive Behaviour Statement

In Donaghadee Primary School our positive behaviour policy will reflect the school mission statement by setting out the ways in which ALL members of the school community can promote and sustain good behaviour in a caring and positive atmosphere.

Aims

- To create an environment within which effective teaching and learning can take place.
- To encourage mutual respect between all members of the school community.
- To enhance and safeguard the self-esteem of all.
- To value each person in the school community as an individual.

Objectives

- To create an atmosphere in which pupils and staff respond positively.
- To provide opportunities for individuals within the school community to develop an attitude of mutual respect.
- To enhance self esteem by acknowledging success, valuing individuals and encouraging their efforts.

Rights & Responsibilities

At Donaghadee Primary School, we acknowledge that a caring and supportive atmosphere is essential for the well-being and development of all members of our school community. To maintain such an environment—where individuals and groups behave in a respectful and positive manner—it is important that the rights and responsibilities of everyone are clearly established and upheld.

We believe that every child has the right to feel safe, valued, and included, and have the responsibility to treat others with kindness and respect. Staff, pupils, and families work together to promote a culture of mutual understanding, empathy, and cooperation.

Donaghadee Primary School & Nursery Unit
Pastoral Care & Positive Behaviour Policy

To support this vision, each classroom adopts a **Classroom Charter**, created collaboratively by pupils and teachers. This charter outlines agreed behaviours and expectations that reflect our shared values.

A typical Classroom Charter includes:

- **We respect ourselves, others, and our environment.**
- **We listen carefully and speak kindly.**
- **We try our best and support others to do the same.**
- **We take responsibility for our actions.**
- **We celebrate differences and include everyone.**

This charter serves as a daily reminder of our commitment to creating a positive learning environment where everyone can thrive.

Rights	Responsibilities
Staff • To be respected by all members of the school community • To work in a positive and supportive environment • To participate in effective communication within the school community • To ensure consideration is given to the health and wellbeing of each member of staff	Staff • To treat everyone in the school community with respect • To create a stimulating, happy learning environment • To prepare well to achieve effective teaching and learning • To develop children's self esteem by acknowledging success of all • To communicate effectively with all
Pupils • To be respected by all members of the school community • To learn effectively in an enjoyable and safe environment • To be listened to and to hear • To succeed and to have that success acknowledged	Pupils • To treat everyone in the school community with respect • To work to their full potential • To take responsibility for their behaviour and actions • To listen to what others have to say • To work with staff to agree to the class and school rules (in classroom and playground)

Donaghadee Primary School & Nursery Unit
Pastoral Care & Positive Behaviour Policy

Parents • To have their child educated in a stimulating and safe environment • To be kept informed about school procedures and about their child's progress • To have their concerns dealt with effectively	Parents • To treat everyone in the school community with respect • To work in partnership with the school • To promote good behaviour at home • To ensure that their child is well prepared for school each day • To keep school informed of matters concerning their child and their education
--	--

Teaching staff and classroom assistants promote positive behaviour strategies and techniques. Instead of focussing on negative behaviour, satisfactory or good behaviour will be acknowledged. In Donaghadee Primary School we follow the "Praise in Public" (PIP) and "Remind in Private" (RIP) approach. By drawing attention to children who are following agreed rules and by dealing calmly and fairly with negative behaviour, the approach aims to win over the children who are off task, mildly disruptive or distracting.

Each class will follow their agreed rules and within Key Stages, a list of rewards/awards and consequences will also be agreed and shared. Children will also agree a set of rules appropriate for activities outside the classroom, e.g. moving round corridors or stairwells/playing in the playground.

In the corridors and around the school building we encourage children to:

- ✓ Follow all adult instructions promptly.
- ✓ Walk quietly around the school.
- ✓ Walk in single file on the left-hand side.
- ✓ Walk carefully and sensibly on the stairs.
- ✓ Always leave a space in front of you.
- ✓ Keep the corridor areas tidy.
- ✓ Show respect for others.

Entering and Exiting school grounds

- ✓ If walking, be respectful and mindful of others around you.
- ✓ If cycling or scooting, please dismount at the gates and walk to your parking area.

**Donaghadee Primary School & Nursery Unit
Pastoral Care & Positive Behaviour Policy**

Throughout the school day we encourage all children to be, “Ready, Respectful and Safe”

Ready

- I am in the right place.
- I have the right things.
- I am ready to listen and learn.

Respectful

- I am kind.
- I use good manners.
- I care for people and property.

Safe

- I make safe choices.
- I keep my hands and feet to myself.
- I help everyone stay safe.

In the playgrounds and outdoor learning areas we encourage the children to:

- ✓ Play together and be fair.
- ✓ Follow all adult instructions or signals promptly.
- ✓ Look after playground equipment and share it with others.
- ✓ Have fun in your allocated play zone.
- ✓ Keep your hands and feet to yourself.
- ✓ Be kind with your words and actions.
- ✓ Respect the Quiet Area.

Recognition and Celebration

At Donaghadee Primary School, we believe that positive behaviour grows through strong relationships, encouragement and recognition. We deliberately notice and celebrate pupils who are demonstrating our school values of being **Ready, Respectful and Safe**. Through consistent praise and recognition, we aim to build pupils' confidence, motivation and sense of belonging.

Staff use a range of recognition strategies to reinforce positive choices and encourage pupils to continue making excellent contributions to our school community. These may include:

- Specific verbal praise and encouragement.
- Positive non-verbal recognition, such as smiles, thumbs up and positive greetings.
- Recognition from peers, teachers, senior leaders and the wider school community.
- Celebration of effort, achievement and positive choices through displays, certificates, stickers and house points.
- Opportunities for responsibility and leadership.
- Special privileges, treats, trips and enrichment activities.
- Sharing success with parents and carers.

Donaghadee Primary School & Nursery Unit Pastoral Care & Positive Behaviour Policy

Recognition is always given fairly and consistently, focusing on the behaviours and choices that help pupils to be **Ready, Respectful and Safe**. By noticing the positive, we encourage pupils to take pride in their actions, strengthen relationships and develop a culture where everyone can learn, care and grow together.

Choice, Chance, Consequence

At Donaghadee Primary School, a consistent approach to behaviour management is used in every classroom through the language of **Choice, Chance, Consequence**.

This approach helps pupils understand that they are responsible for their behaviour and are given opportunities to make positive choices.

- **Choice** – The pupil is reminded of the expected behaviour and encouraged to make a positive choice.
- **Chance** – If the behaviour continues, the pupil is given a further opportunity to reflect and make a different choice.
- **Consequence** – If the behaviour persists, an appropriate consequence is applied.

Consequences are designed to support learning and promote positive behaviour. They will:

- Be immediate and discreet.
- Provide staff with opportunities to respond to low-level inappropriate behaviour.
- Be proportionate to the behaviour displayed.
- Be fair and consistent.
- Take account of individual pupil needs and circumstances.
- Maintain the dignity and self-esteem of all pupils.
- Support pupils in reflecting on their choices and restoring positive relationships.

Through this approach, pupils learn that their choices have consequences while being supported to make better decisions in the future. The emphasis is always on restoring relationships, encouraging responsibility and helping every child to be **Ready, Respectful and Safe**.

At Donaghadee Primary School, we are committed to fostering a culture where everyone is **Ready, Respectful and Safe**. We recognise that children will sometimes make mistakes and need support to make better choices. However, behaviours that undermine the safety, wellbeing or dignity of others are not consistent with our school values. These include:

- Disrespect towards others.
- Bullying behaviour in any form.
- Stealing.
- Inappropriate or offensive language.
- Physical aggression or fighting.
- Deliberate damage to property.

Donaghadee Primary School & Nursery Unit Pastoral Care & Positive Behaviour Policy

When these behaviours occur, staff respond calmly and consistently using our **Choice, Chance, Consequence** approach. Wherever possible, restorative conversations are used to help pupils reflect on their choices, understand their impact on others, repair relationships and make positive choices moving forward.

Where additional support is required, families may be signposted to external agencies whose expertise complements that of school staff.

To ensure consistency, behaviours are grouped according to their level of seriousness and responded to with fair, proportionate and appropriate consequences. Staff will always seek to maintain pupils' dignity, preserve self-esteem and, wherever possible, facilitate restorative conversations that help pupils reflect on their choices, repair relationships and move forward positively.

A **Nursery Classroom Management Plan** is also available for Nursery parents. This outlines the approaches, routines and positive behaviour strategies used within the Nursery Unit to support children in being **Ready, Respectful and Safe**.

Behaviours Requiring Redirection and Support

These are behaviours that disrupt learning or relationships and are typically addressed through reminders, routines and the Choice, Chance, Consequence approach.

- Calling out or interrupting others
- Leaving a learning space without permission
- Not following instructions promptly
- Lack of focus or engagement in learning
- Distracting others from their learning
- Producing work below expected effort
- Seeking negative attention
- Minor disagreements or teasing
- Displaying frustration through sulking or withdrawal

Behaviours Requiring a More Significant Response

These behaviours have a greater impact on learning, safety or relationships and may require additional restorative conversations and parental involvement.

- Physical contact such as hitting, pushing or kicking
- Repeated disruption despite reminders and opportunities to improve choices
- Throwing objects
- Deliberately misleading adults to avoid responsibility
- Persistent refusal to follow reasonable instructions
- Repeated rudeness or unkindness towards peers
- Ongoing behaviour that prevents others from learning

Donaghadee Primary School & Nursery Unit Pastoral Care & Positive Behaviour Policy

Behaviours Requiring Immediate Senior Staff Involvement

These behaviours compromise the safety, wellbeing or rights of others and require a more formal response alongside restorative support.

- Deliberate dishonesty or deception
- Bullying behaviour
- Physical aggression causing harm
- Emotional or psychological harm towards others
- Swearing directed at others
- Deliberate damage to school or personal property
- Stealing
- Persistent defiance towards adults
- Aggression towards staff
- Leaving school or class without permission
- Possession or misuse of prohibited substances

Note: The purpose of categorising behaviour is not to label children, but to ensure that responses are consistent, fair and proportionate. Staff will always seek to understand the reasons behind behaviour, maintain pupils' dignity and self-esteem, and use restorative conversations to help pupils repair relationships, reflect on choices and return successfully to learning.

Links with other School Policies

This Positive Behaviour Policy, as part of the overall Pastoral Care Policy, is and will continue to be integrated into our School Development Plan. In so doing we are committing ourselves to the continuous process of monitoring and evaluating the success and effectiveness of the policy in terms of achieving its aims.

We in Donaghadee Primary School believe that a Pastoral Care & Positive Behaviour Policy cannot and must not stand alone. Instead, its aims and approaches must be reflected in and integrated with all other policies. These will include:

- Addressing Bullying Policy
- Safeguarding and Child Protection Policy
- Special Educational Needs and Disabilities Policy (SEND)
- Relationships and Sexuality Education
- Online Safety Policy
- Mobile Phone Policy
- Social Media Policy
- Educational Visits
- Staff Code of Conduct

**Donaghadee Primary School & Nursery Unit
Pastoral Care & Positive Behaviour Policy**

DPS Positive Behaviour Policy in relation to the Code of Practice for SEND

The strategies for promoting and sustaining good behaviour and for managing misbehaviour as outlined in this policy is seen as an integral part of the Code of Practice for Special Educational needs.

Stage 1

The staff involved with the children in this area of support will use similar strategies to those used by the rest of the staff. For example:

- Setting work appropriate to ability
- Setting clear attainable and understood goals
- Involving children in active learning
- Pupils receive appropriate positive reinforcement for effort and behaviour
- Appropriate and common class rules
- Rewards and consequences as outlined in the school policy are adopted
- Bullying behaviours are dealt with according to school policy
- Support staff are included in any in-service training
- Staff follow EA guidelines for identification of pupils presenting with behavioural problems

Stage 2

At this stage the LSC, in conjunction with the class teacher will make, where necessary, arrangements for:

- Referral
- Supporting teachers
- Pastoral/counselling support
- Parental consultations
- Drawing up an appropriate education plan indicating strategies to be used in school to manage pupils' behaviour

Stage 3

This stage involves the referral of outside agencies after predetermined criteria are met. Following such a step, a new education plan will be drawn up.

Communicating our Policy

- Donaghadee Primary School will undertake to distribute this policy in full to the Board of Governors annually.
- Donaghadee Primary School will undertake to distribute a condensed copy of this policy to parents annually and inform them that the policy in full is available for their inspection in the school office and/or school website.
- Donaghadee Primary School will undertake to make all pupils aware of the contents of this policy through activities provided and by example set within the school

Donaghadee Primary School & Nursery Unit Pastoral Care & Positive Behaviour Policy

environment. The aims of this policy will be apparent in all that we do and the way that we do it.

Monitoring & Evaluating our Policy

This policy shall be constantly under review as it is the very essence of what goes on in every classroom, every day. Amendments, if required, will be made before annual distribution.

The monitoring of this policy shall be the responsibility of the Vice Principal supported by the Principal and SLT.

Strategies used to monitor the Policy's success will include:

- Playground observations
- Meetings with classroom and supervisory assistants
- Feed back from year group meetings, forums and staff meetings
- Feed back from parent/teacher interviews
- Monitoring levels of incidents reported
- Observing the general atmosphere around the school and endeavouring to gauge the levels of self esteem of both pupils and staff
- Audits/questionnaires

On the basis of information gathered from the above, it will be the job of the Vice Principal supported by SLT to evaluate the success of the policy and decide future targets.

Complaints' Procedure

Donaghadee Primary School recognises that at times members of the community may have a complaint relating to some area of school life. We are happy to deal with any concerns in a reasonable and positive manner. In this way we would hope to maintain and strengthen good working relationships between all parties concerned.

Any complaints relating to a child protection matter should be reported to the Designated Teacher (G Kinkaid) or Deputy Designated Teacher (K Bell)/Deputy Designated Teacher Nursery (L Russell).

For any other concerns the "progression" below is advised. Complaints will be dealt with as soon as possible and any action will be time bound as agreed with the parties concerned.

Donaghadee Primary School & Nursery Unit
Pastoral Care & Positive Behaviour Policy

If you have a complaint, please follow the steps below:

(See Complaints Policy for further details)

- Speak to your child's teacher
- Speak to the Head of Foundation Stage, Key Stage 1 or 2
- Speak to the Vice Principal
- Speak to the Principal
- Write to the Principal
- Write to the Chair of the Board of Governors for referral to **Complaints Sub-Committee**.
- Written request to **Chairperson** to have case heard by **Appeals Sub-Committee of Board of Governors**.
- If I am still concerned I can contact the **NI Public Services Ombudsman**.
(Tel: 0800 343 424)