

11. It is mandatory that communication in relation to pick-up/van arrangements must always be communicated by the parent to the respective class teacher in writing. In the event of a last minute change in plan, or an emergency, parents/guardians are asked to preferably e-mail the school, or call to update the management team. All e-mails communicating changes are promptly acknowledged by the school, therefore it is advised to call the school when such acknowledgement is not received.
12. In principle, early pick-ups are discouraged as it disrupts your children, as well as the flow of the lesson. This is also relevant to instances when requests are made for girls to be picked up a few minutes before school ends at 1.15pm (for lower juniors) and 1.20pm (for upper juniors). Parents facing difficulty to adhere to such timeframes need to bring such matter to the attention of the Head or Assistant Heads. Parents are requested to always inform the school in writing of instances when early pick-ups are required.
13. When pupils are away from school due to sickness a period of absence from school must be certified by the absentee note circulated by the school and/or medical certificate when the absence exceeds three days.

School Uniform

- Full School uniform is to be worn every day during school hours except on occasions when special permission has been given. Skirts should be knee length. Shabby, torn and faded items of uniform should not be worn.
- The school tracksuit can only be worn when students have P.E. lessons or when indicated by the class teacher.
- No jewellery is allowed except for a pair of small ear studs.
- Navy blue or uniform material hair accessories may be worn. No fancy or coloured hair ornaments are allowed.
- All uniform and other personal items are to be clearly marked.

Positive Reinforcement

At St Joseph, we believe that children respond better to positivity than negativity. During each day we try to maintain our aim of having significantly more positive interactions with children, we do not really believe in negative ones. Positive interactions and rewards take on many forms, ranging from an expression of approval such as a smile or specific verbal praise, to certificates, badges and merit cards.

At St Joseph every child has the opportunity and potential to achieve some of these sometime or other.

Visitors to the School

Parents/guardians are welcome and encouraged to visit the school whenever the need arises. All visitors are expected to report to the Head's office to notify that they are on the school premises. Visitors to the school must respect the learning environment and maintain proper behaviour as well as respect the school's dress code.

Behaviour is the way we act and respond to people as well as to situations we find ourselves in.



Behaviour Policy
St. Joseph - Sliema
Junior Section

We want all children and their families to feel welcome and involved at St Joseph Junior School. We are a hard-working school and expect high standards from our pupils in terms of work and behaviour. We are strongly committed to equal opportunities and believe that every member of the school community has the right to be able to realise her full potential in a secure, safe and happy environment.

Education is a partnership between home and school. We have written this policy so that all of us – SMT, teachers, parents, carers and pupils can work together to improve behaviour, attitude and standards of work.

Good behaviour and good discipline are essential if effective teaching and learning is to take place.

Aims

- To create an environment which encourages and reinforces good behaviour.
- To define acceptable standards of behaviour.
- To teach children to think about their behaviour and to learn self control.
- To give children the chance to make decisions about their work and play so they can learn about responsibility and independence.
- To teach children to respect other people, their beliefs and feelings and to respect difference.
- To praise and reward good work, behaviour and attitudes. We will always reward improvement.
- To involve parents in all aspects of school life, including their children's behaviour.
- To promote self-esteem, self-discipline and positive relationships
- To ensure that the school's expectations and strategies are widely known and understood.

General Behaviour

Most children at St Joseph Junior School behave well and respond to positive encouragement. We aim at creating an ethos where children's strengths and positive behaviour are continually acknowledged and reinforced by praise.

Some children are always well behaved and do not need these incentives as they have self-discipline and motivation. We try to give special attention to this, too. Our main aim is however to improve children's attitudes and achievement. In fact we will always reward improvement, however small and whatever the starting point.

All members of staff collectively share the responsibility for promoting good behaviour and addressing unacceptable behaviour by abiding by the school rules themselves and by:

- setting a good example
- having high expectations
- dealing fairly and effectively with poor behaviour
- listening to pupils
- using learning and teaching styles that encourage positive behaviour

Areas of high priority promoted within the school are to:

- ensure that children are safe when following teachers to class in the morning, before and after break and at home time therefore lining up adequately is always encouraged;
- insist that girls are polite at all times towards all staff and fellow pupils;
- be self-disciplined during transition between classes;
- be responsible for all work that needs to be done at school and at home.

Disruption in Class

Teachers are trained to handle disruptive behaviour in class. Being taken to see the Head of School, who may then contact parents, is the last resort.

However, if incorrect behaviour is repeated and there is little evidence that the child is responding, then meetings will be arranged involving the class teacher, Head teacher and parents to see how best to help the child in question.

It is our duty to discipline children in school. If any problem presents itself parents are not to intervene with another child's parents or with another child, but if it pertains to school matters they are to report the matter to School authorities.

Children with Particular Needs

Some children with very specific difficulties find it hard to behave correctly. If a child's behaviour gives cause for serious concern we can give additional support in school to try to help out. We try to give particular support to children who have more challenging behaviour. We can also, but only with the agreement of parents, seek the assistance of our INCO.

WAYS THAT PARENTS CAN HELP

1. Read and support this policy.
2. Let your child know the standard of behaviour the school expects and how much they are expected to work.
3. Children are never to pay back one unkind deed by another. Our duty is to show them other ways of sorting out difficulties and arguments.
4. It is good if your daughter learns how to keep rules in school or on an outing.
5. Teach your daughter that punctuality is an asset and to make sure that she prepares all she needs for school for the next day.
6. Make sure your child gets a good night's sleep on 'school nights'. It really helps concentration and good temper. Monitor TV watching and computer games; especially avoid violence.
7. If anything is worrying you about your daughter discuss it with some member of staff. Children need your confidence and understanding. Listen to your child. Trust your child. However, bear in mind that she may not give you the full story.
8. Try not to react to every little complaint. Make sure your daughter learns to see things in proportion how to cope for herself.
9. Be positive with your child and reward her for the good things she does at school.
10. Do not leave all the discipline to the school. Neither is the school to leave it all to parents. Home and school need to work together to give children high standards and to let them know what is expected of them.