



Behaviour Management Policy

This document is written for the following groups of people when participating in activities organised by the PSMF Support Service: PSMF Staff, Music Society Personnel, Orchestra Conductors, Troupe and Host Coordinators, Choir Teachers, Supervising Teachers and Adults, Volunteers, Students and Parents.

The Primary Schools Music Festival (PSMF) aims to create a safe, success oriented learning environment, which protects the rights of students and staff to engage positively in the learning process and where student and staff wellbeing is a focus. The environment will ensure that:

- ✓ cultural differences, gender, disability and family circumstances do not reduce student learning opportunities
- ✓ students learn about behavioural choices, consequences and responsibilities
- ✓ staff, students and families work together in partnership
- ✓ communication is based on mutual respect

Supervising Adult Responsibilities:

- ✓ Develop and foster positive relationships with students and families
- ✓ Respond positively to responsible student behaviour
- ✓ Be positive, consistent, clear and fair
- ✓ Assume responsibility for students under their supervision
- ✓ Provide an environment that:
 - ✓ Protects the rights of students and adults
 - ✓ Is safe, orderly and well organised
 - ✓ Is success oriented
 - ✓ Values the contribution of all members
 - ✓ Encourages students to take responsibility for their own behaviour and engage in cooperative problem solving

Student Responsibilities:

- ✓ Behave in a way to ensure others' and their own safety
- ✓ Show respect for the environment, property and equipment
- ✓ Allow others to work, play and interact without interference
- ✓ Follow adult directions promptly without argument
- ✓ Have a positive and responsible attitude to learning and the PSMF ethos
- ✓ Attend all rehearsals and be punctual
- ✓ Stay within supervised areas as directed
- ✓ Respect themselves and others by:
 - ✓ Communicating in a positive and respectful manner
 - ✓ Showing consideration for others' feelings, beliefs, values, culture and property
 - ✓ Ensuring communication with caregivers occurs (for example: notices and messages)

Parent/ Caregivers Responsibilities

- ✓ Support the expectations of the PSMF and the implementation of the behaviour code
- ✓ Deliver and pick up students punctually
- ✓ Ensure students are appropriately dressed
- ✓ Inform staff of health issues, concerns about behaviour or other relevant matters
- ✓ Give adequate notice of absences to relevant Supervisors

<p><u>Consequences of appropriate behaviour:</u> <u>Student successes and positive behaviour may be reinforced through:</u></p> <ul style="list-style-type: none"> ✓ Verbal and non-verbal acknowledgement ✓ Public acknowledgement ✓ Special award or reward ✓ Selection for positions of responsibility 	<p><u>Consequences of inappropriate behaviour:</u> <u>When student behaviour interferes with teaching and learning, or with the safety of others, the following may take place:</u></p> <ul style="list-style-type: none"> ✓ Student asked to reflect on their action & identify more appropriate behaviour ✓ A reminder of expected behaviour ✓ Time out or apology ✓ Replace, restore or clean damage made
<p><u>Consequences of persistent inappropriate behaviour:</u> <u>Persistent inappropriate behaviour will result in any of the following:</u></p> <ul style="list-style-type: none"> ✓ Teacher and or Parents/ Caregivers being contacted ✓ A behaviour plan ✓ Other system level procedures including suspension and exclusion <p><u>The following behaviours will result in immediate removal and parent/ caregiver contact to discuss appropriate consequences:</u></p> <ul style="list-style-type: none"> ✓ Ongoing harassment ✓ Unprovoked or severe violence ✓ Being in possession of illegal substances ✓ Abusive/aggressive language ✓ Destruction of property ✓ Being outside specified areas or leaving a venue without permission 	

Harassment/Bullying

Harassment of any sort is unacceptable and will result in serious consequences. Harassment/ Bullying can occur in the following ways: student to student, student to adult, adult to student or adult to adult.

Harassment/Bullying includes:

- ✓ racist and sexist comments (verbal and nonverbal)
- ✓ unwanted physical contact
- ✓ exclusion
- ✓ ridicule
- ✓ cyber bullying (email, text and voicemail messages, online chatting, social networks)

If harassment occurs:

Tell the person that the behaviour is unwelcome and ask them to stop, or tell a trusted adult/colleague. If the behaviour continues tell a trusted adult or colleague and work out the next step in dealing with it.

Grievance Procedures

The Department for Education Complaint Policy sets out a structure for managing the resolution of complaints involving Department for Education employees. There is a focus on the achievement of positive outcomes and minimising negative impacts on working relationships.

The first step in resolving any difficulties is to approach the person directly to discuss the conflict.

Sometimes this is not possible or appropriate and in these situations it is useful to:

- ✓ Approach a trusted adult or colleague to act on your behalf or with you
- ✓ Approach the line manager or teacher/adult supervisor of the person concerned

All grievances should be treated confidentially and ensure all parties are heard and involved in the resolution of the conflict. All Department for Education personnel are bound by confidentiality in resolving harassment and bullying issues, and are encouraged to keep records.

Please also refer to [Parent Complaint process](#) which can be found on our website.