Leverton Primary School

Model Behaviour and Relationships Policy

(including support for children with social, emotional and mental health needs)

Contents

School Mission Statement

"Learning and achieving – today, tomorrow, for life"

All members of our school community were consulted over and agreed our Mission Statement.

School Values

At our school we believe in the importance of relationships, ensuring children feel valued, safe and secure, providing a sense of connection with a member 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
- Hope
- Connection and Belonging

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 Relationships and Behaviour policy is therefore designed to support the way in which all members of the school can live and work together in a supportive way. It aims to promote an environment where everyone feels happy, safe and secure and able to learn.

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

Strong relationships between staff and pupils are vital. Our staff are fair and consistent with CYP (considering individual needs) enabling pupils to feel safe. Equally, our staff are approachable and there to help (not only there to discipline) and we help our children to understand this. It is also recognised that for some children and young people, variance on these processes will be made in order to meet any specific social, emotional, learning or other needs which require a personalised approach.

A Relational Behaviour Model

At our school we adopt and use the relational behaviour model which is the approach from TPP. The following table explains how it is applied

Behaviour is something to	interpret
Children and young people	are prone to make mistakes and highly responsive to the environment and the context
Behaviour management is predominantly through	relationships
Children who don't manage should be	understood and included
Boundaries and limits are to	keep everyone safe and to meet everyone's needs
Expectations should be	developed together and adapted where needed
Consequences are	only used within a process of restore and repair
'Inappropriate' behaviour can be	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 and their need
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 CYP, while recognising some children and young people have specific needs. The following expectations cover all times of the school day and where CYP 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 pupils 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, attituded 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 is through their relationship with the adult. At all points we try to ensure we keep a strong connection with the child having difficulties. We use positive recognition, as appropriate, to ensure the CYP 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
- Moving around the school
- Break and Lunchtimes

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

<u>Positive rewards</u>

At Leverton Primary School not only promote and teach positive behaviour and attitudes with our children; we also greatly value and reward them. The emphasis of this policy is on the positive and consistent reward of positive behaviour and attitudes. As already stated we believe our pupils learn best when they are happy in school.

All members of staff will recognise and celebrate positive behaviour and attitudes at all times around the school through informal praise. Wherever appropriate, children's best efforts will be celebrated through display and performance.

Outstanding and expected practice in the classroom:

- Verbal praise and smiling at children
- Verbal praise using values, e.g. Lovely kind behaviour Lesley, well done.
- Greeting children in the morning
- Keeping in mind statements
- Verbal or written praise to parents about their child ⌞SEP⌟
- A simple word of thanks ⌞SEP⌟
- Phone call home about positive behaviour
- Sending the child to another adult, for praise
- Postcards and Letters home
- Written comments in books

Other practices:
- Stickers given to children
- Star of the Week (at the discretion of the teacher)
- Certificates (at the discretion of the teacher)
- Special responsibility jobs for pupils e.g. School Councillors etc.
- Award of special privileges e.g. *Leverton Time*
- Star Charts (at teachers' discretion)
- Team Points
- Governor Award
- Headteacher award each week
- School values display and book to sign in to recognise staff and children showing a value around the school or community

Behaviour Chart

All children must know why they are on a particular step and how they can change the behaviour to move a step. All children will start back on green each day.

Gold – Hope, Compassion, Belonging, Connection, Kindness	I consistently show the values every day	• Phone call or conversation at the end of day to parent • If a child is on gold 5 times Headteacher letter • If a child is on gold 10 times Governor award • Children need to know when they are on gold
Silver		• Certificates (at the discretion of the teacher) • Award of special privileges e.g. *Leverton Time* • Star Charts (at teachers' discretion)
Bronze	I am a good role model	• Postcard home from adult • Sending the child to another adult, for praise • Stickers • Star of the Week (at the discretion of the teacher) • Team Points
Yellow – Above expected behaviour	I have showed above expected behaviour	• Team points • Stickers
Green - Expected behaviour	I am making good choices	• Senior/Middle leaders available for all green and above behaviours • Verbal praise and smiling at children • Verbal praise using values, e.g. Lovely kind behaviour Lesley, well done. • Greeting children in the morning • Keeping in mind statements • Verbal or written praise to parents about their child • A simple word of thanks • Phone call home about positive behaviour • Written comments in books
Reminder	I'm reminding you to be kind to your friend. I'm reminding you to be respectful. I'm reminding you to show good listening.	

	Can you get back to green by making good choices.	
Warning	Think carefully about your next choice. We can still turn this round. Can you get back to green by making good choices? How can you show kind hands? What can you do to get back to green?	
Last chance	What happened? What were you thinking at the time? What have you thought since? How did this make people feel? Who has been affected? How have they been affected? What should you do to put things right? How can you do things differently?	For younger children choose two questions that you think are important in that incident or the child. e.g. Who has been affected? How can we put things right? Meet the need of the child rather than assume too much. If children find it difficult to talk: You can say; imagine if there were… (people affect/a way of putting it right/things you'd do differently), what would they be? On a scale of 1 – 10 how angry were you? I can see you're not quite ready to talk do you need a minute or two? Would you like to meet tomorrow? Would you like to see Mrs Clark to help you with the answers? Star analysis to be completed by adult

Viewing behaviour as a learning process

At our school we accept and understand behaviour as a learning process. CYP will push limits, boundaries, and societal norms as part of their development. They may also react in different ways to stress, boredom, lack of understanding, over-excitement, and disappointment. At our school staff view behaviour mistakes as inevitable. This means that we offer support, help and guidance to the CYP so they can learn from their mistakes and improve for next time. 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 listening to them and explaining the impact their behaviour has on others (known as co-regulation). We know that this is the best way to respond to our CYP'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 to mistakes and incidents

Our school believes in the power of using restorative approaches. Such processes do not shy away from using consequences, such as loss of privileges where logical, 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 CYP of our school to think not only of the consequences of their behaviour on themselves, but also to consider the impact of their actions on others.

In using this process at our school, we use four questions when a child is ready to talk:
• 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?)

Using this approach, CYP have the opportunity to reflect on what's happened and the impact this may have had on others. They can 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.

Where possible, a logical consequence (natural reparation) is used e.g., clean graffiti off the door, clean up the mess, pay for replacement of item. Where this is not possible a close alternative should be used.

At our school the staff work with the CYP to ensure that they have learnt from an incident so that they can be successful next time. Teaching of the skills required may be necessary to enable a different outcome next time. The impact of our approach is evident in the relationships forged throughout the school. The strategies involved, which include active listening, respectful discussion and taking ownership of issues, result in a positive ethos.

Using logical consequences

The use of 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 have a clear link to the incident and help the child or young person to learn how to behave more appropriately should a similar situation occur, 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 behavioural 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:

- increased staff ratio
- change of school day / timetable
- arrangements for access to outside space
- child or young person escorted in social situations
- differentiated teaching space
- appropriate use of exclusion (using the time to reflect, amend plans and identify needs and other appropriate interventions to support the child or young person upon return).

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. 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 (a restorative approaches is an example of one).

Unwanted/unhelpful/antisocial behaviour	Possible Consequences
Relatively low impact Examples: • Calling out • Distracting others • Refusal to complete assigned activity • Disrespectful comments • Swearing • Fidgeting • Telling tales • Dropping litter • Pushing in line • Running in corridors • Unkind remark	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 moderate impact Examples: • Repeatedly using unkind remarks • Constantly calling out • Poor effort • Persistently distracting others • Ignoring adults instructions • Persistently telling lies • Leaving the classroom without permission	1. Use Appendices to look at ways to support classroom management. 2. Parents spoken to then logged on Safeguard. 3. Discuss with SENCO whether a 5 step behaviour plan is needed.
Relatively higher impact Examples: • Bullying • Harmful behaviour • Any discriminatory behaviour •Causing significant, deliberate damage to school property • Use of or in possession of inappropriate objects • Leaving school without permission • Stealing • Refusal to co-operate with adults • Persistent bad language • Threatening / aggressive behaviour	1. SLT notified. 2. Opportunity for reflection. 3. Restorative approach followed. 4. Incident form completed for discriminatory incidents. 5. Incident recorded. 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. 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. 10. Risk assessment to be completed with a member of SLT and parents to sign.

Ways to Record Incidents of Concern

We have a clear process and system in place to record incidents that occur. We use the information effectively to enable strategic oversight and to influence and review practice.

> **All teachers to record incidents on our online reporting system: Safeguard (using appendix 1 as a guide).**
> **If no access to safeguard use Appendix 1 to record then give to class teacher to scan in the report.**

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

At our school, we acknowledge that some CYP 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 CYP'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 CYP, including but not limited to, the SEND code of practice, Equal Opportunities and Disability Act.

We understand that the 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 CYP 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.

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

> **Your school needs to populate with your own templates for supporting and understanding behaviour. Some examples of helpful templates can be found in the appendices**
>
> Appendix 2: STAR Analysis
> Appendix 3: Three Stages to Supporting the Understanding of Behaviour – A TPP guide
> Appendix 4: Adult response plan
> Appendix 5: Environmental Checklists for pupils with additional Social Emotional and Mental Health (SEMH) needs
> Appendix 6: A Tool for Understanding and Reframing Behaviour
> Appendix 7: Key Questions for the Risk Assessment
> Appendix 8: 5 Step Behaviour Plan

Our Principles - the things we will do as adults

- Model compassion and kindness, provide hope and support connection and belonging
- Understand that any event in a CYP's life can impact on how they think, feel and act
- Use of logical (natural) consequences rather than just simply punishments or sanctions
- Provide routines, set limits and have boundaries
- Regulate our own emotions
- Prioritise relationships to ensure all CYP feel safe and secure

Our Responsibilities

All staff
- Are responsible for supporting the safety and other needs of children across the school. Where a CYP is seen to be having difficulties, they should be treated with respect and understanding
- Always endeavour to have private discussions with CYP in order to help support any issues that are arising
- Use the key principles outlined in this policy to support the needs of all our CYP
- Take responsibility for their own personal safety and wellbeing
- Contribute actively to risk assessment, and be familiar with policies, guidelines, control measures, instructions and reporting procedures
- Participate positively in appropriate training.
- Follow the principle of 'connection before correction'

Head Teacher
- Leads on all aspects of this policy
- Is the only person authorised to exclude a CYP (or the deputy headteacher in their absence)
- Ensures that risk assessments are carried out when required and that appropriate measures are implemented
- 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
- Offers and provides appropriate support to staff following a stressful incident

Other Senior Leaders
- Lead on all aspects of this policy
- Ensure the policy is implemented effectively
- Ensure all staff are appropriately trained
- Oversee the specific needs of all CYP across the school
- Provide support to staff, pupils and parents 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 CYP
- 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 CYP may be having.

Family
- Inform the school of any concerns about changes in their child'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's needs

Governors
- Ensure that appropriate policies are in place, that they are regularly reviewed, and their effectiveness monitored
- Consider families' representations about an exclusion
- Undertake their statutory role around exclusion
- Ensure that all staff receive purposeful training in order that they can undertake their role

Harm from dysregulated (stressed) behaviour

Our school always prioritises the safety and welfare of all staff and CYP, 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 CYP) 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

Our school recognises that some people are more at risk than others in their work, and where this is the case, we ensure there is appropriate support available.

Risk Assessment Process

In our school we use a risk assessment process as the starting point for preventing harm for identified vulnerable CYP. It identifies what is likely to cause stress to them, using all the information known about the CYP. Once all this information is to hand, 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 appendix 4. We use a Risk Assessment when behaviour is at a serious level, this risk assessment will be reviewed every half term.

Physical intervention (control and restraint) - the use of reasonable force (By trained adults only)

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 pupils committing an offence, injuring themselves or others, or damaging property, and to maintain good order and discipline in the classroom.

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 this **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
[Social, Emotional and Mental Health Portal for Schools, Colleges and Settings - Essex Guidance and Let's Talk Resources](#)

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 verbally and it should then be followed up in writing.

Screening and searching pupils – A member of SLT must be present at time of searching.

At our school we are all aware that there are two sets of legal provisions which enable school staff to confiscate items from pupils:
'The general power to discipline' and the 'Power to search without consent'; from the 'Behaviour and discipline in Schools - Advice for headteachers and school staff' (January 2016)
[Behaviour and Discipline in Schools - A guide for headteachers and school staff final draft.docx (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 or to their parent/guardian. Items returned to the child 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 or via text/phone call. Where the item is of high value or deemed inappropriate, contact should be made directly with the parent/guardian. We will avoid searching by encouraging a child to hand over items first.

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. The legislation DfE sets out what must be done with prohibited items found as a result of a search.

Further Guidance

1. Keeping Children Safe (DfE, 2023)

2. Reducing the Need for Restraint and Restrictive Intervention (DfE, 2019)

3. Use of Reasonable Force (DfE, 2013)

4. Behaviour and Discipline in Schools (DfE, 2016)

5. Exclusion from maintained schools, academies and PRUs in England (DfE, 2017)

6. Searching. screening and confiscation (DfE, 2018)

7. Positive environments where children can flourish (Ofsted 2018, updated 2021)

8. Creating a Culture: how school leaders can optimise behaviour (DfE, 2017)

Notes on the Following Appendices

These contain examples of recording and assessment tools. You may well have other tools and systems for doing this.

For help as to which of these you may wish to include you will be able to speak to your link Inclusion Partner and/or Educational Psychologist about this.

Appendix 1: Behaviour Incident Form (BIF)

Child name:	DoB:	Year group:

Date of the incident: **Day of the week:**	
Members of staff	
Where it took place	
What was the activity?	

Outline of event/ What happened?
Consequences: **Protecting (what will now happen to prevent any immediate further harm occurring)** **Learning/teaching (what needs to be revisited with the child or learnt)**
Was restraint, restrictive physical intervention, safe holding used? yes/no **Letter sent:**
Parent / carer informed: **Time and date:**

Appendix 2: STAR Analysis

What happened at the time?	What we could do differently to promote positive communicating behaviour in the future?
Setting (Time, environment, relationships, etc.)	
Trigger (stressor)	
Action (What happened?)	
Result (What happens next?)	

Appendix 3: Three Stages to Supporting the Understanding of Behaviour –
using the TPP guide

'A significant proportion of children and young people may need educators to anticipate possible stressors in the normal course of the school day, and to help prevent and manage these. A working assumption for highly fearful or aggressive behaviours, should be that the child or young person has, or is, experiencing stress/distress. It is important and helpful therefore to understand 'challenging behaviour' as a communication or sign of distress or fear. Subsequently this should lead adults to offer different, alternative and more helpful resources which can ensure interventions are supportive and nurturing rather that punitive or shaming.'

TPP Trainers' Manual page 5

Stage 1 Use the Emotional Pot to get to know the child and the family the big picture (holistic sense) *Adopt an attitude of curiosity and reflect on the child's circumstance. Sensitively involve all parties who know the child well to gather information. For some CYPs this might involve pupil or parent interview as well as reflection with the staff members working with the child in school.*	
Stage 2 Be the Stress detective to find/observe/notice the stressors across the day *Stressors could be related to the time of day (when a CYP is hungry or following transitions), places or curriculum subjects, other people (adults and peers). Explore all variables that exist within the CYP's day to notice commonalities and differences.*	
Stage 3 Analyse and plan to enable informed co-regulation *After gathering assessment information, begin to make a plan for how to support the CYP's co-regulation. Recognise that the adults will need to change their behaviour first.*	

These 3 stages are explained in more detail below and can be used collaboratively in your school/setting to enable you to more effectively support the child or young person.

Stage 1.

18

Use the Emotional Pot to see what's filling it up.

⇨ Why? Why Now?
⇨ What's happening? What's happened? What's going on? (Include assumptions)
⇨ Feelings: How might they or how do they feel in response to these things?
⇨ Thinking: How might they be thinking? What might they be thinking?

What's happened?	Going on?	Feeling?	Thinking?
Possible examples Death of a pet/loved one, parental separation, domestic abuse	Possible examples Angry, withdrawn, crying, swearing	Possible examples Alone, excluded, confused	Possible examples Why me? I am useless…

⇨ What behaviours are you seeing, when and why?
⇨ How can these behaviours be reframed?

Use empathic TPP language to reframe the behaviour as communication in response to stress – See TPP element 5.

What are you seeing?	Reframe this behaviour
An example linked to above: parental separation Crying Approaching peers with aggression	An example linked to above: parental separation Not able to cope and therefore seeking connection In the 'fight' response

Use – 'A Tool for Understanding and Reframing Behaviour' see Appendix 4

Stage 2.
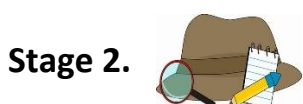
Be the Stress detective- find/observe/notice the stressors across the day

⇨ In your 'team around the child' hold a discussion about the child/young person, decide on the stressors you are going to initially monitor e.g. time of day
⇨ Monitor through observation the stressors identified across the day
⇨ You may need to do this for a number of stressors to build a full picture of the communicating behaviours and stress responses e.g. day of the week, adult teaching/supporting. This can be plotted on a table such as below.

States of arousal:									
Hyper aroused									
Terror	✓								
Fear					✓				
Alarm									
Alert		✓				✓			
Window of tolerance									
Calm/engaged			✓	✓			✓		
Hypo aroused									
Low								✓	✓
Stressor: ⇨ **Time of the day**	8:45 am	9:15 am	10:00 am	10:30 am	10:40 am	11:00 am	12:00 pm	2:00 pm	3:00 pm

You can also use the STAR analysis framework to help you monitor trends and patterns (Appendix 2)

Stage 3.

Plan for co-regulation to help prevent the overflow of the 'emotional pot'

⇨		The adult provides opportunity to co-regulate by turning the tap. Self-regulation will follow on from this. Children always need to be successfully co-regulated in order for them to be able to successfully self-regulate (soothe themselves).
⇨		The level then falls to one of emotional containment.

⇨ **The personalised stress/distress management plan**

Appendix 4: Adult Response Plan

Window of Tolerance Description **What the child is like when regulated, calm and engaged?**	**How best to support and maintain this and support regulation**
Dysregulation Description **What are the first signs that things are becoming too stressful?**	**Strategies to support and to co-regulate**
Where does this stress behaviour lead to next?	**What we are trying to avoid?**
Hyperarousal	**Interventions necessary to support, co-regulate and keep everyone safe**
Hypoarousal	**Interventions necessary to support, co-regulate and keep everyone safe**

Appendix 5:

Environmental Checklists for pupils with additional Social Emotional and Mental Health (SEMH) needs

Consider the needs of a specific pupil 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 pupil?		
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 in school?		
Have parents/carers been informed of any incidents where safety of their child 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 ABC/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 pupil?		
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 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?		25
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 6- 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 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'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'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 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

Appendix 7: Risk Assessment

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 CYP 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 CYP (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 CYP 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.

29

5 Step Adult Response Strategy Plan   **Pupil:** _____   **Year Group:** _____   **Key: Resources Scripts**

Please see full strategy explanations in Toolbox and Script document attached.

COMMUNICATING BEHAVIOURS Level 1	COMMUNICATING BEHAVIOURS Level 2	COMMUNICATING BEHAVIOURS Level 3	COMMUNICATING BEHAVIOURS Level 4	COMMUNICATING BEHAVIOURS Level 5
-shoulders are relaxed -Body is relaxed -Is quiet -Able to concentrate -Maintains focus on task -Sings -Engages in games with peers -Enjoys playing by himself -He is polite to others -He has beautiful manners -Enjoys sensory activities -Can wet himself when engrossed in activities	-Cries -Sighs -Drops arms -Seeks a cuddle from adults	-Stomping around -Stamping feet -Throws arms around -Knocks things over -Pushes things off the table -Nudges past peers with shoulders	-Destroys own equipment and other children's work -Shouting -Frowns -Tightens face -Growls -Teeth are on display visually -Fists become clenched or -Tense and tight body	-Screaming -Pushes things into adult and children's faces -Physical communication towards children and adults e.g. grabbing children around different body parts -Head butting -Kicking -Laying on the floor legs and arms kicking whilst rigid.
Adult Responses -Structured toilet breaks added within an individualised timetable. **Visual representations of this.** -Catch me strategy (frequent task, effort and behaviour specific phrases). -**First and then approach to learning with visual.** -Low stress level, motivating activities incorporated into the then part of the activity. -Role of responsibilities -Movement breaks during lessons and activities -Sensory breaks -Legitimate control – providing two choices over a situation -Preparing him for endings -**Brilliant book** where positive comments, work and photos are added to. -Assumed compliance **phrases giving instructions ending in 'thanks/thank you'**	**Adult Responses** -Use distraction and legitimate control e.g. conversations or walk. -Movement breaks including job for the adult. - Adult to try and engage … in finger relaxation. -Provide him with talk time once calm. -Emotional containment phrases e.g. **you're letting me know that…(name feeling); you want me to know that…; let's do it together;** - Acknowledge his feelings and provide him with take up	**Adult Responses** -Direct to **safe place** in a supportive, calm and non-judgemental manner with **visual card.** -Calmly removing others away from the situation by asking them to carry out a job if required. -Acknowledge child's possible feelings e.g. **you look/you want me to know that you are feeling angry/upset/sad/cross/upset** -Emotional containment phrases	**Adult Responses** -Use fewer words e.g **Safe place with visual** -Use emotional containment phrases **-Your angry/upset it's ok, safe place with visual;** **…we need to keep you safe show safe place visual** to redirect. - Calmly removing others away from the situation. - Provide take up time and adults to be mindful of their verbal and non-verbal body language as this could be perceived as	**Adult Responses** -Removal of other children from around the area or from the space entirely if required e.g. moving children outside the classroom. This should be low key to avoid public attention. -Use fewer words e.g **Safe place with visual** - Provide take up time and adults to be mindful of their verbal and non-verbal body language as this could be perceived as confrontational and further escalate the child.

e.g. put the book away in your tray thanks -Alternative phrases to no **not right now because…, right now you need to…; you can… when…; we will do that after we have…; when you have… you can…, first we need to… then…; we can do that when…;we can't do that right now …but …** 	time e.g**. I can see you're not ready when you are I'll be… (name place)** and adult to make themselves look busy whilst being in the position to see … and ensure his safety.	**- I understand you need some space. When you're ready I'll be…** **-You want me to know that… take some time and when you're ready I'll be…**	confrontational and further escalate the child. Therefore adults to particularly remove eye contact. **ADULTS TO COMPLETE STAR ANALYSIS**	-Adults to move towards vulnerable exits and give … space. Adults to remove eye contact and body language **ADULTS TO COMPLETE STAR ANALYSIS**

5 Step Adult Reactive Strategy Plan Monitoring and Progress Sheet

Pupil: _____   Year Group: _____

Staff should complete this monitoring progress sheet daily and a star analysis for any level 4 and 5 behaviour or 3,4 and 5 behaviours depending on the pupils communicating behaviours. These should be kept as a record with this document. Staff should date the communicating behaviours presented each session every day. On only very rare occasions will a child be unable to communicate behaviours in level one. Therefore level one should be dated each day for the majority of sessions. Additional levels of communicating behaviours should also be recorded by dating the appropriate box if the child displays them. New communicating behaviours may appear or others will diminish and no longer present themselves over time. This is an ongoing working document, so new communicating behaviours should be added as they appear. When reviewing progress each term any diminished behaviours should be highlighted and an adjusted plan should be updated. The previous plans should be kept as a record over progress over time.

Communicating Behaviour Level 1	Communicating Behaviour Level 2	Communicating Behaviour Level 3	Communicating Behaviour Level 4	Communicating Behaviour Level 5