

Lunchtime Behaviour Policy



Approved by:	Headteacher and Governors
Date approved:	October 2024
Date of next review:	October 2025

Purpose: Lunchtimes can be challenging for children because they are still at school but outside of the classroom. Many incidents of poor behaviour and bullying happen during this time. Our goal is to make lunchtime a positive experience where children can play, exercise, and socialise.

Expectations:

- The same rules and behaviour standards apply at lunchtime as during class time.
- Children must listen to and respect the lunchtime staff.

Linked Policies: Behaviour Policy, Teaching and Learning Policy, Safeguarding Policy.

Key Strategies for Lunchtime:

1. **Good Communication:**

Lunchtime staff and teachers communicate regularly

2. **Clear Rules:**

- Playground rules must be followed, such as being kind, respectful, and following instructions.
- Some areas are off-limits (like the grass during bad weather).

3. **Rewards and Consequences:**

- Good behaviour is rewarded with a Standing Tall in the Hall voucher, that links to the pupils' Dojo reward system.
- Bad behaviour leads to consequences like warnings or reflection sheets. Persistent issues may result in further actions, such as parents being informed.

4. **Organized Play Areas:**

The playground is divided into zones for different activities:

- **Red Zone:** For playing football (only one game at a time with up to 10 players).
- **Blue Zone:** For gym equipment and games marked on the ground.
- **Yellow Zone:** Trim trail and tyres for play.
- **Poppy Shelter:** A quiet zone for calm activities.

5. **Play Leaders:**

Older students (Year 5 and 6) help prevent bullying and assist younger children, but they are not responsible for supervision.

6. **Positive Lunchtime Behaviour:**

Lunchtime staff should encourage good behaviour and handle incidents calmly. Shouting is discouraged; instead, staff use specific phrases to maintain order.

Additional Lunchtime Procedures:

1. **Roles and Responsibilities:**

- **Year 3 & 5:** Eat lunch at noon, followed by outside play. They should wash hands, line up, and use proper table manners.
- **Year 4 & 6:** Play first, then eat at 12:20. Supervision is provided in the dining hall and outside.
- VIP children are rewarded with the privilege of being first in line for lunch if they show good table manners.

2. **Indoor Lunchtimes:** During bad weather, children stay inside with board games, activities, or DVDs. Teachers leave activities for children to do, and staff supervise each class.

3. **Welfare Staff Guidelines:**

- Staff should never shout and always stay calm, using specific phrases to address large groups.
- Encourage positive behaviour and give Standing Tall in the Hall vouchers.
- Always listen to both sides when there's a conflict and use Restorative Practice learning.

- Play with children and engage them in positive activities to prevent misbehaviour.
- Handle serious incidents calmly, record them, and report them to senior staff if needed.

Accidents and Injuries:

- First aid kits are available during lunch. Trained first-aiders handle minor injuries, and all injuries are recorded. Parents are notified, especially in cases of head bumps.
- Any serious faults or hazards with equipment should be reported immediately to the headteacher or School Business Manager.

Teacher Involvement:

- Teachers help by encouraging imaginative play, supporting welfare staff, and reinforcing school rules during PE lessons and other activities.
- They keep track of lunchtime incidents and help with rewards for good behaviour.
- Teachers are on time to collect children after lunch, ensuring a smooth transition back to lessons.
- Incidents are reported on CPOMs

Handling Serious Incidents:

- Serious issues like fighting, bullying, or inappropriate behaviour are dealt with by senior leadership.
- Depending on the situation, this could involve parents, exclusion from lunch, or, in extreme cases, outside help.

If a child uses inappropriate language or behaves in a way that raises safeguarding concerns, it must be reported immediately to the Designated Safeguarding Lead (DSL). This can be done by using the PINK SHEET concern forms.

Recording Behaviour:

- Staff should fill out behaviour forms if there is a serious incident (e.g., fighting or verbal abuse).
- Forms are reviewed by senior staff and added to CPOMS. Repeat offenders may face further consequences, like losing playtime or lunchtime exclusion. This is in accordance with the Behaviour Policy and the Suspension & Exclusion Policy.