

## **School behaviour policy – XYZ Spiritist Society**

### **Guidelines**

Developing a policy provides useful opportunities for discussion between teaching staff, pupils, parents and the wider community. It is vitally important that the development of a policy reflects as consensual a view as possible so that the policy is "owned" by all parties affected by it.

The purpose of the document is to provide our Saturday school with an aide-memoire or template against which to review our existing behaviour policies and to guide our future development.

Each section of the document consists of a brief rationale and then a series of review questions to be asked of the existing or developing behaviour policy.

Why have behaviour policies?

There are five good reasons for using this framework to develop behaviour policies:

- To benefit pupils
- To provide guidance to staff
- To promote school improvement
- To maintain some consistency within the XYZ Spiritist Society
- To comply with national legislation

Benefits to pupils

Children and young people develop into responsible learners through living in an atmosphere, sometimes called school ethos, in which the rights and dignity of each individual is recognised and actively promoted. School policies define the entitlement of all pupils to be able to access the programme and their inclusion with the Saturday school. For these reasons, behaviour policies need to relate to other policies dealing with issues of equal opportunity and inclusion such as, special educational needs, race and ethnicity, gender, class and with issues of bullying.

Guidance to staff

Given clear guidance, staff in the Saturday school can work together to create a positive school ethos in which behaviour is managed effectively.

School improvement

XYZ Spiritist Society is committed to improvement on all levels and to the development of all pupils. Their social, emotional and moral development is as important as their academic learning and achievements. Such learning depends upon good behaviour and emotional maturity. Effective academic, social, emotional and moral learning itself contributes to feelings of worth and self-esteem.

## National legislation

The Education Act 1997 places on all schools the duty to state and pursue policies designed to promote good behaviour and discipline. Ofsted is required to examine and report on behaviour policies and their implementation, and to report on exclusion rates.

What should be in a behaviour policy?

It is helpful to have three levels to a behaviour policy:

### Level 1 Philosophy of the school

This consists of a brief overarching statement of the beliefs or values of the school community. It expresses beliefs rather than intended actions and should be consistent with other documents produced by the governing body.

### Level 2 Principles

This is a statement of the general principles or guidelines, derived from the philosophy of the school. It indicates the practical implications of the underlying beliefs and philosophy. Such high level rules apply throughout the school community in all situations.

### Level 3 Procedures

This is a description of the operational routines covering discrete, well recognised and frequently occurring situations, or critical incidents (e.g. procedures for involving parents). This section also includes a description of roles and responsibilities of staff directly involved in the management of behaviour. Procedures for monitoring and evaluating the policy should be included.

It is important that the behaviour policy is consistent with other policies including those required by the DfEE (Department for Education and Employment):

- Special educational needs
- Exclusion
- Bullying
- Restraint
- Substance abuse
- Child protection

## Level 1 Philosophy of the school

What is accomplished in the area of children and youth under the name of Spiritist Education is the dissemination of the Spiritist knowledge and the moral teachings given by Jesus. He was appointed by the Superior Spirits that worked on the codification, as a model of perfection for the whole Humanity.

As the concern is not only with the passing on of knowledge, but mainly with the moral formation, and as the moral formation is based on the Gospel, it seemed more appropriate the denomination of Spiritist Education, as it comprises exactly what takes place during our group meetings.

XYZ Spiritist Society's statement of the beliefs or values of our Saturday school are in accordance with the Curriculum for Spiritist Education for Children and Youth from the Brazilian Spiritist Federation.

### Objectives:

- a) Promoting the integration of the student: with oneself, with God and with others;
- b) Providing to the student the study of: the natural law that governs the universe; the nature, origin and destination of the spirits, as well as its relationship with the corporeal world.
- c) Offer to the students the opportunity to understand themselves as: an integral being, critical, participative, heir of oneself, citizen of the universe, agent of the transformation of one's environment, towards the whole perfection one can achieve.

Source: "Currículo para as Escolas de Evangelização Espírita Infanto-Juvenil (pg. 13, 14, 15)" - FEB

## Level 2 Principles

### Spiritism and Education

Spiritism is an eminently rational set of knowledge, and possesses strong resources to enlighten the education with a philosophy that transcends all the immediate material needs, that transcends all boundaries, that reveals broader horizons, which meets the most noble interests, and that has an ideal capable of boosting real progress.

### Importance of the Spiritist Education

The main purpose of a Spirit to return to a body of a child is to be educated again. The positive impressions the Spirit receives during childhood may be crucial to its current existence and even to future lives. It is because of the semi-conscious state of the incarnate spirit in a child's body that its mental barriers of defence are neutralized, thus it is softer and more receptive, as well as more flexible and open to all influences.

Hence, the importance of the Spiritist Education: to spiritually, educate the children is to prepare them to face all times and all adversities of life according to the postulates of the Gospel. It is the only way to cultivate in the spirit of the child, since the dawn of life, the understanding of practicing good deeds, the acquisition of morality and knowledge, so that it

may reach the twilight of its physical existence conscious of its spiritual achievements, knowing itself and placing itself in the universe as a collaborator of the Supreme Divinity.

### The Spiritist Centre and the Education of Children and Youth

The Spiritist Education for Children and Youth is the best way for the Spiritist Center to accomplish one of Spiritism's main purposes: to transform everyone into good human beings, because the Spiritist Education for Children and Youth is one of the first activities that serve as basis to the moral building of a New World.

The Spiritist Center aware of its mission should make every effort not only to the creation of the Spiritist Education for Children and Youth, but also for its full operation, considering its importance regarding the moral preparation of the new generations and the preparation of future practitioners of the Spiritist Center and the Spiritist Movement.

### Teaching Program

A teaching program containing evangelic moral is the key element utilized in the preparation of our classes. This knowledge is brought to the students through practical situations of life. The methodology employed has as aim to inspire the students to reflect by themselves and to reach their own conclusions regarding the subjects studied, because this is the only effective way to promote real learning.

The curriculum utilized during the classes of Spiritist Education has its content based on the works of the Spiritist Codification and it constitutes a course of Spiritism, which develops during the process of the Spiritist Education.

### Level 3 Procedures

1. Children's evangelization (Saturday School) is always held in the English language.
2. There are three groups: 3 - 6 years, 7 - 10 years, and 11 to 15 years.
3. School Hours will be every Saturday from 3pm to 4:30pm.
4. Each class will have at least 2 teachers available.
5. A weekly snack will be provided in the afternoon session to all children. Snacks will consist of low sugar foods (fruit, peanut butter, crackers, vegetables, cheese) and fruit juice or milk. Children with food allergies or children wishing more snacks may bring a fruit-type snack from home.
6. If a child asks to go to the toilet, one of the teachers will let another one know he/she is taking him/her to the toilet. The child will always stay on its own at the toilet facility as the teacher will just wait for him/her outside.
7. If the child can't go to the toilet on its own, the teacher will be responsible for calling the caretaker to go to the toilet with the child. The teacher will never at any circumstances help the child to use the toilet facilities.
8. Once the child leaves the toilet, the teacher could remind her/him to wash hands before going back to class, and show him/her how to wash and/or dry it.
9. If a child falls on the ground, the teacher will encourage him/her to stand up on its own. If the child can't stand up on his/her own, the teacher will then help.
10. The teacher, if agreed with the parent beforehand, could hug a child when he/she asks for. E.g. at arrival and/or departure from class.

11. During snack time, the teacher will encourage all students to eat on their own. If the child is not able to, the teacher will then help if necessary.
12. The students will always be encouraged by the teachers to help cleaning after all activities, as well as organizing the table for snack time and finishing prayer.
13. In case of any accident the teacher will immediately follow health and safety guidance, and communicate the child's caretaker. Children who are injured or ill will be turned over to the parent/guardian's care as soon as possible. If an injury occurs that requires medical attention, the parent/guardian will be contacted immediately, followed by a call to the emergency services.
14. In case of illness, the child can come to School but only if accompanied by the parent/guardian; otherwise, he/she should not be sent to school. (The school should be informed about the absentee).
15. In regards of outdoor play, the parent/guardian will have to consent and write a form authorizing the Sunday school to take children to outdoors activities.