



REWARDS 2021 / 2022

This policy is for pupils in all years, EYFS - 13

The whole school uses 5Ps to make the rules clear to the children (there are differences between the Prep and the Seniors) but the same 5Ps are in place across Pre-Preparatory and Preparatory. At the beginning of the year, these are discussed at an age-appropriate level so that all children understand them. Subsequently, they are referred to as needed.

Early Years Foundation Stage.

We make the daily earning of House Points even more visual by using a rainbow and cloud system to help pupils understand the direct correlation between their behaviour and the reward.

The 5Ps (Pre-Prep and Preparatory)

Play

We go to the toilet and fill up our water bottle *at break or lunch*.

We play nicely together.

We use kind hands and kind words.

Pride

We always try our best but it is okay not to know an answer.

Presentation

We always have an underlined date and use our neatest handwriting.

We wear our full school uniform.

Personal Responsibility

We stay focused on our learning in lesson time.

We keep our school tidy.

Politeness

We use: 'sorry', 'thank you', 'excuse me' and 'please'.

We always listen.

We do not argue with adults.

After playtimes, we wait stand behind our chairs in silence and wait to be told to sit down.

If an adult enters the room after knocking, we stand up.

Before a move to another classroom or at play / lunchtime, children are learning to, after ensuring that their workspace is clear, stand quietly behind their chair and wait to be dismissed. When returning from a break time, the pupils are expected to enter the room quietly and wait to be asked to sit down.

The school uses its name to help students understand how to earn rewards. In the Pre-Preparatory and Preparatory Department, we use Class Dojo to motivate, record and monitor this. Class Dojo is shared with all staff who deliver lessons to children who attend the Preparatory School. This information is live for parents to view and comment on.

House points are given for achievements in A, M, H, E, R, S, T categories.

Academic (noteworthy academic achievements)

Mindset (resilience, approach to learning, positivity)

Heart (charity work, community outreach, service to others)

Extra-curricular (anything except sports)

Reading (progress, achievement, interest, promotion of reading culture) Sports

Teamwork (for groups rather than individuals)

Between 1 and 4 points can be awarded depending on the achievement, the vast majority of points will be rewarded one at a time.

House points will be awarded consistently by all staff, to all year groups.

House points are collected to achieve the following thresholds and rewards:

Bronze Level- 100 points over a minimum of 4 categories to earn a Bronze Star Badge and a postcard home.

Silver Level- 200 points over a minimum of 4 categories to earn a choice of Silver Star Badge and a goody bag.

Gold Level- 400 points over a minimum of 4 categories to earn a Gold Star Badge, a book of your choice will be purchased and a personal message added from Miss Winton and Dr Murphy as well as

Platinum Level- 600 points covering a minimum of at least 50 points in 4 categories earns a Minerva blazer badge, the presentation of a special certificate, a small trophy to take home and an additional bedtime with 3 friends of your choice.

Class teachers also use rewards such as stickers. Equally, all classes nominate a 'Star of the Week'. Pupil's photos and names are displayed in a central area along with the reasons why.

Half termly, there is a Celebration of Achievement. Teachers let the Head of Preparatory School know at least a week before who will receive one of the 3 certificates for their class. Even though all parents are invited to this occasion, this time scale is to ensure that parents of children who are receiving a certificate are particularly invited.

The certificates are linked clearly to the school's mission statement and are awarded for:

- Overcoming a *challenge*
- Showing *care* to others
- Demonstrating increased *confidence*

These children are also presented with a well done medal.

Additionally, children from the Preparatory School will be nominated and included in the school's annual Prize Giving event.

We also use Class Dojo to keep a record of low level disruptions so that we can track, monitor and discuss this behaviour. Of course, this is not without reminders about good behaviour. This does not remove points from the children. Low level disruption includes shouting out, hurting others etc. If a child does not behave in an acceptable or appropriate manner they see that this has been recorded.

Senior School

5Ps - Seniors

Preparation

- Make sure you have the correct files, books and other equipment for the start of each lesson.
- Homework should be completed on time. If there is a genuine reason for it not getting it done then it is your responsibility to inform the teacher *before* the lesson.
- Do not expect to be allowed to get a drink or go to the toilet in lessons that are just after break or lunchtime – make sure you use your breaks effectively so that you are prepared to learn from the start of lesson time.

Punctuality

- Always be on time for lessons.
- If you have a genuine reason for being late, you ought to apologise, aim to not disrupt the lesson when you enter, go straight to your seat quickly and quietly, and offer your explanation to the teacher *when asked*.

Presentation

- All work (whether classwork or homework) should have a date and title which are underlined. You should keep your file or book in an orderly way.
- You should also present *yourself* well and wear full school uniform.

Personal Responsibility

- It is your responsibility to let your teacher know if you have not understood anything in the lesson.
- Take responsibility to help clear up the room after a lesson and leave it in good order for the next class.
- It is your responsibility to keep your attention focused on learning throughout a lesson. Do not slouch or rest your head on your desk – this is both rude and very bad for your concentration.

Politeness

- Lessons will have a formal start. Your teachers will tell you precisely how they want you to enter the room and to know when the lesson has begun. At this point you should be in silence and listening carefully.
- Teachers are addressed as Miss/Sir or Dr/Mrs/Miss/Ms/Mr X (their surname). They will inform you of their preference and you should respect this at all times.
- We should all remember to use the basic language of good manners: sorry, thank-you, excuse-me and please.
- You have every right to raise concerns and complaints with a teacher outside of the lesson, but you must never argue with a teacher about an instruction during a lesson.
- Always listen carefully to anyone addressing the class, whether that is a teacher or pupil. Whispering or talking over them is totally unacceptable.
- Only start packing away when your teacher tells you to and then do so quietly and efficiently. You should then stand behind your chair and wait to be dismissed.

A – Academic (for any noteworthy academic achievements)

M – Mind-set (for resilience, approach to learning, positivity)

H – Heart (charity work, community outreach, service to others)

E - Extra-curricular (anything except sports)

R – Reading (for any noteworthy progress, achievement or interest in reading, or the promotion of reading culture)

S – Sports (for any sporting achievements)

T – Team work (awarded to groups rather than individuals)

House Points are awarded for one of the above categories (between 1 and 4 points depending on how worthy). More than one point is only awarded if it is a noteworthy achievement. The vast majority of House Points awarded will be one at a time.

It is essential that all staff are consistently awarding House Points and to all year groups.

Heads of Year will flag to tutors who has achieved any House Points so that success can be celebrated at a tutor level. Tutors will also monitor pupils who are not receiving any / very few house points and follow up as to the barriers (ie effort of the pupils or lack of consistency from teachers).

Pastoral Leaders will also monitor which pupils reach the thresholds of Bronze, Silver, Gold and Platinum so that they can make sure these get awarded.

Once pupils reach a certain threshold of points in a range of the categories (not just excel in one area) they earn the following recognitions:

Bronze Level: 100 points (35 for Sixth Form) covering a minimum of 4 categories: E-postcard sent home

Silver Level: 200 points (70 for Sixth Form) covering a minimum of 4 categories: Name announced in remote assembly slots, E-postcard sent home and a choice of options as prize to be delivered to year base room (suitably sanitised): Amherst pens, pencils, keyrings, highlighters

Gold: 250 points (85 for Sixth Form) covering a minimum of 4 categories: E-postcard sent home & announced in remote assembly slots and a Minerva badge (suitably sanitised): – to be worn on blazer when uniform reinstated– in the House Colours and in the shape / form of a Minerva symbol.

Platinum: 350 points (100 for Sixth Form) covering a minimum of 4 categories: Recognition at Prize Giving (including a monetary reward in the form of a £20 book token)

Heads of House will monitor their own Houses to celebrate the most House points in each category per House (with a certificate), as well as the highest achieving overall pupil in each house, as well as an overall total for the end of term including any other House Points being awarded from events such as Sports Day.

Awarding House Points is really simple! On a class list on SIMS, right click on the name and then click on one of the letters you are awarding points for. (If you want to add more than 1 point, you will have to repeat this process.)

Multiple pupils can be selected from one class by holding down the Ctrl key and then adding them all a point at the same time.

Reviewed September 2022

Review By – September 2023

Reviewer – Senior Deputy Headteacher