



Recognition Policy

Name of Policy	Recognition Policy
ISSR	Part 3: Welfare, health and safety of pupils
Reviewed by	Alleyn's Governing Board
Author/SLT	Mrs A Wright (Interim Head)
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Policy Overview

This policy applies to all children at Alleyn's Oakfield including those in EYFS.

At Alleyn's Oakfield, we strive to offer positive recognition where it is merited throughout the school day, as well as in assemblies and at more formal events. Individual and group recognition are important to pupil's self-worth and well-being as well as providing staff opportunities to reinforce and support our learning goals, behaviour policy and school aims.

1. Roll of Honour

These are very special awards, often only a handful per term across the school which are given to children for something above and beyond school expectations. The child comes to sign the Roll of Honour Book, has their name read out in assembly and their name is featured in that week's Newsfeed. The Roll of Honour Book is displayed in the school entrance.

2. Values Cards

Values cards are awarded to children throughout the school who have excelled in an area of school life aligned to our 6Cs and ROCCK Values. Children can be awarded a values card at any time of the year. The child's name and reason for receiving a values card are read out in assembly by the Head, and their name is featured in that week's Newsfeed.

3. Star of the Week

Teachers choose a child each week to award their Star of the Week Award. A child can be chosen to receive this award for a single event or series of events or behaviours exhibited through the week. Each form teacher reads out the name of their recipient in the Celebration Assembly and the child is presented with a certificate by the School Head Pupils.

4. Infant Super Heroes

Children in the pre- prep are awarded these (one per class per week) for a special contribution to the department. They have their names read out in Infant Assembly by the Head of Infants, the Head in the Celebration Assembly and they wear a super-hero cloak for the Thursday and Friday of that week. Their names also go into the weekly Newsfeed.

5. House Points

House points are awarded to children for a variety of reasons. They are used to reinforce good work and good behaviour. House points are awarded as either 1, 2 or 3 points.

Children collect coloured counters that are kept in their classrooms for a weekly total that are added together for the award of a winning house ribbon that is tied around the neck of the House Point Trophy. These are added to the whole school totals.

The House Captains count up the house points and read the totals out in Friday's celebration assembly. The winning house puts a house ribbon on the House Point Trophy. The houses are then allocated a number of points: 4 for the winning house, then 3, 2 and 1 points.

At the end of the year, all of the points awarded are combined with the points allocated from the house competitions over the year and the winning house is awarded the House Trophy.

Both the signing up of house points and counting of weekly totals are done by the children and based on trust.

6. Marking and general feedback

Stamps, stickers and teacher comments are used to recognise individual effort in school work. Teachers also acknowledge children who have displayed the School's Values.

7. School Head Pupils

Staff elect two School Head Pupils for each of the three terms of the school year. These children are always drawn from pupils in Year 6. The School Head Pupils carry out important jobs on behalf of the school. Amongst other things they speak at open days, meet visitors, hand out certificates in assembly, meet with the Head or Deputy Head, run the School Council and act as role models for other children within the school. The School Head Pupils for the Trinity Term make a formal speech at the Celebration Ceremony.

8. School Council Members

Each Form from Year 1 upwards has an elected School Council member each term. These are roles of responsibility that are elected by the children. Children receive a badge at the start of each term in assembly and they represent their forms on the School Council as well as taking on small roles of responsibility for staff.

9. Eco-councillors

Each class elects an Eco-councillor who attends the Eco-Council meeting, collects the recycling from classrooms each week, and presents themed assemblies to the whole school. Children receive a badge at the start of each term in assembly.

10. Sports Captains

Members of the sports department choose children for this recognition and responsibility. Children then carry out roles of responsibility for the sports department in their particular field.

11. Celebration assembly

This Friday assembly is an opportunity to celebrate many of the above types of recognition, along with certificates and prizes gained from competitions and tournaments such as sports, LAMDA and music exams.

12. Newsfeed

This weekly electronic newsletter typically celebrates those children who have been recognised during the week, alongside photographs of school events that have taken place.

13. Infant Celebration Ceremony

At the end of the year, this ceremony is held in the Junior School. Reception and Year 1 receive a commemorative gift, with Year 2 receiving a short citation and a gift of their Junior School tie.

14. Year 6 Leavers' Dinner and Diploma Presentation

All children in Year 6 attend a leavers' dinner at the end of the academic year to which their parents are also invited. Each child receives their diploma certificate and an individual citation about themselves, read by their Form Teacher.

15. Celebration Ceremony - 'Celebrating Success-

At the end of the year, this ceremony is held in All Saints Church. It is attended by Years 1-6 and can also be attended by any school parent. It provides an opportunity to reflect on the school year, showcase a variety of co-curricular areas of school life, and further recognise individuals in Year 6 with the awarding of some cups and trophies. For each class there are also awards for progress and attainment, which are given to individual members of each class.

16. Monitoring

A spreadsheet is kept on a staff Team, which all staff can access and see what recognition has been awarded to pupils. The DSL and Behaviour Lead monitors this. Form Tutors can access recognition logs in order to use this information to inform Form Tutor reports.