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| Grad2Teach – NCFE Level 4 Award in Teaching Fundamentals  Independent Learning Journal W4: Part 1 -Behaviour Policy |

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| Trainee Name: |  | Week Number: | 4 |
| Date: |  | Focus Topic: | ***My school’s behaviour policy*** |

## Top Tips for Using This Journal

* Write in clear, short sentences.
* Keep paragraphing focused and remember your topic sentences (a sentence that expresses the main idea of the paragraph in which it occurs).
* Avoid jargon unless you explain it.
* Keep it confidential – no full student names.
* Declare any use of ChatGPT/AI if you have used it to help you complete the task\* (\*You will need to complete the AI Use Declaration Form and upload it if you have)
* Remember to keep within the word count. This document should be **500-750 words**.

**Brief:**

**Read your placement school's *Behaviour Policy* and complete *Entry 4, Part 1 of the Independent Learning Journal (ILJ)*, in which you examine the school's *Behaviour Policy* in detail. Then, begin by summarising the defining characteristics of the policy, and any recommended language/phrases that all teachers embrace to be able to treat pupils fairly and consistently (A01/1.2 and A02/1.2)**

## 1. Your school’s Behaviour Policy

It’s extremely important that you read and understand your school’s Behaviour policy. You can commit the key aspects of the policy to memory by summarising it – so this is your task. Begin by summarising the defining characteristics of the policy, including any recommended language/phrases that all teachers embrace to be able to treat pupils fairly and consistently.

* Summarise the policy

(Aim: focus on facts without analysis or judgment, understand what language or psychology is behind the school’s recommendations for promoting good behaviour)

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## 2. Action plan

Plan for future improvement/knowledge/improving your confidence with applying the policy consistently and developing your ability to manage pupils’ behaviour well in the classroom.

* How will you apply your learning?
* What specific steps will you take next time?
* Do you need training, support or resources?

(Aim: turn reflection into tangible, future-focused action)

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**Well done for completing this Independent Learning Journal using Gibbs’ Reflective Cycle. We hope that using Gibbs’ reflective questions have challenged and inspired you to reflect in more depth.**