

## Rewards and Recognition Policy

2023/2024

Date of Approval:	December 2023
Approved by:	LAB
Date of next Review:	September 2024



## **Aim**

This policy aims to encourage and celebrate the success of all Thornhill Academy students, in all areas of school life. It aims ensure that personal commitment, Leadership and achievement is acknowledged, rewarded and recorded.

We acknowledge the importance of praise and reward and seek to promote and reinforce our expectations of students at any given and relevant opportunity. We recognise that students thrive on praise, the thrill of success and the glow of recognition. Praise rewards the deserving; it can inspire those who may be struggling and can inspire and motivate those who may be disengaged. Rewarding and celebrating good behaviours is at the heart of our school culture. Through rewards we will increase the motivation of all students, encouraging their self-esteem, aspirations and enjoyment of learning.

To this end, all staff part of Thornhill Academy must reward whenever possible, this will be done:

- Formally or informally
- Publicly or discretely
- Regularly
- Consistently
- Sincerely

Thornhill Academy ensures that all students can benefit from the rewards process and that there is a consistent application of the policy across all departments, year groups and staff. Rewards are given sincerely and fairly as a means of acknowledging effort, kindness, achievement, or positive behaviours.

The rewards systems in our school links into student:

- Effort
- Attainment
- Progress
- Behaviour
- Caring for others
- Attendance and punctuality
- Participation
- Uniform compliance
- Positive attitude / enthusiasm
- Respectful behaviour
- Demonstrating Social Responsibility

Student Voice plays a valuable part in the rewards system and the Student Leadership Team and School Council will play an active role in ensuring all students have a voice in what deserves to be rewarded and how, as a school community, we can further develop/improve our rewards system.

## **Recognition**

Alongside the rewards system, students are typically recognised in the following ways, including verbal praise:

- Praise points
- Vouchers
- The School Website/Social Media/Newsletter
- Certificates
- Praise Postcards
- Queue jump dinner passes
- Acknowledgement through assemblies/Year Noticeboards
- Prize Draws for Star of the Lesson/Star of the Week
- Positive conversations/letters home to carers and parents from tutors, staff and HOY
- HOY rewards/Tutor rewards
- Local press
- Opportunity to be invited on Rewards Trips/Enrichment events.
- Headteacher's Commendation – special award for recognising and acknowledging excellence.

## **Praise Points**

Praise Points form the backbone of our rewards system and can be given by any member of staff at any time. They are awarded for various reasons including going above and beyond, showing clear effort, demonstrating good quality classwork/homework, carrying out acts of citizenship/social responsibility, excellent attendance and participation in the wider curriculum and many others.

Students have the opportunity to achieve a bronze, silver, gold, platinum or diamond level certificates, as they accumulate praise points throughout the year. Certificates will be awarded to students during assembly. Once a student has accumulated enough points for a platinum or diamond certificate, the certificate will be presented by the Headteacher, who will also write to the parents/carers of the student.

The point threshold each year will typically be set at:

- Bronze Badge/Certificate- 500 – 999 Praise Points
- Silver Badge/Certificate- 1000 - 1999 Praise Points
- Gold Badge/Certificate- 2000 - 2999 Praise Points
- Platinum Badge/Certificate- 3000 - 3999 Praise Points
- Diamond Badge/Certificate- 4000+ Praise Points

Each September marks a fresh start for students and praise points will be reset to zero.

Throughout the year, students will be eligible to participate in enrichment activities and reward trips if they have achieved Gold Level Praise Points, with an attendance of 92% or higher. Any student who fails to reach these thresholds will be included at the discretion of their HOY.

In order to be on track to achieving at least Gold Level Praise Points by the end of the academic year the following levels will be required in order to gain access to activities/rewards:

Target	Half Term 1	End of Term 1	Half Term 2	End of Term 2	Half Term 3	End of Year
<b>Bronze</b>	85	165	250	335	420	500
<b>Silver</b>	585	665	750	835	920	1000
<b>Gold</b>	1170	1340	1510	1680	1850	2000
<b>Platinum</b>	2170	2340	2510	2680	2850	3000
<b>Diamond</b>	3170	3340	3510	3680	3850	4000

Form tutors will be required to display this information within their tutor groups in order to

ensure that students are fully aware of the expectations and behaviours needed to access the rewards and enrichment activities offered throughout the year. Form tutors will be expected to display each student's current praise point level within the classroom and update this information weekly.

### **Departmental Rewards**

Integrated within the whole school rewards system, Departments will be encouraged to:

- Praise verbally all positive achievements whenever opportunities present themselves.
- Write positive and encouraging comments in planners, exercise books and folders when they are marked.
- Award Accelerated Reader awards for number of books read in a term.
- Display outstanding work in the classrooms and around the school.
- Recognise outstanding work to others within the class/year group.
- Share success stories of students with the Head of Year/DOL
- Award a Star of the Lesson – every lesson, for effort/participation/behaviour/improvement, ensure it is explicitly given and explained.
- DOL to award Star of the Week every week – completing Class Charts points, message to parents and sending personalised postcards.

### **Pastoral Rewards**

Integrated within the whole school rewards system, the Pastoral Team will be encouraged to:

- Award praise points to students
- Praise students in every assembly to highlight individual successes.
- Celebrate attendance in line with the attendance policy.
- Ensure participation is consistent and fair with regards rewards trips/activities – 92% attendance and reaching gold benchmark is required for priority access to rewards/enrichment unless medical proof/other extenuating circumstances can be proven.
- Celebrate Praise Point awards for points milestones and award certificates.
- Celebrate rewards at the end of each half term via specific achievement assemblies.
- Co-ordinate and host the end of term / year celebration assembly celebrating overall praise points/rewards.

## **Staff Responsibilities**

### Headteacher:

- Award Year Trophy – presented to the Year group with the most accumulated praise points.
- Award Platinum/Diamond Praise Point Awards plus award certificate including sending a letter home.
- Award Headteacher Commendation Certificate as and when required.
- Attend end of year celebration assemblies for each year group

### Deputy Headteacher – Behaviour & Attitudes

- Oversee the rewards policy.

### Assistant Headteacher/Lead on Rewards & Recognition:

- Working alongside the Deputy Headteacher, design, develop and implement the rewards/recognition policy within school.
- Ensure participation from all focus groups and a consistent implementation across all areas of the school.
- Lead and support for rewards and recognition – amending and reviewing regularly to ensure policy is fit for purpose.
- Lead and support the Pastoral team in the implementation of the rewards policy.
- Complete weekly Reward Bulletin for publication both within school and on social media
- Oversee reward and enrichment activities offered throughout the school from each department.

### Heads of Year:

- Apply rewards consistency and fairly in line with the school policy – as well as recognising any improvements for inclusivity.
- Monitor that staff apply consistency, in line with the school policy, when giving reward
- Monitor student's achievements and progress within their Year Group ensuring they are all progressing and improving.
- Liaise with subject/form teachers and award students with subject certificates each term.
- All reward opportunities and Praise Point level requirements will be consistently displayed around the site to ensure the students are always aware of the requirements to participate in enrichment/reward activities.
- Upcoming rewards for each year group will be updated and advertised around the site and reiterated during assemblies.
- Send home certificates/letters of commendation at the end of each term to all students with no behaviour points and 100% attendance.

#### Directors of Learning:

- Select one Star of the Week winner each week from those nominated from your department. Award the Star of the Week Class Charts award, contact home – via InTouch/Class Charts/telephone and send a personalised postcard to the student for presentation during assembly.

#### [Star of the week tracker.xlsx \(sharepoint.com\)](#)

- Showcase exceptional work within your department and social media, including those awarded Star of the Week
- Inform Reward & Recognition lead of departmental winner of Star of the Week by close of business on Thursdays for inclusion in weekly Reward Bulletin.
- Promote Shout Out nominations throughout your department.

#### All Teaching Staff:

- Apply rewards consistency and fairly in line with the school policy – as well as recognising any improvements for inclusivity.
- Award praise points regularly and Star of the Lesson each lesson
- Nominate one Star of the Week to your DOL each week and submit work for display within department and/or social media.
- Promote Shout Outs with students and other staff.

#### Form Tutors:

- Monitor student's praise point levels, achievement and progress as a display within your classroom and update regularly.
- Display Praise Point levels/enrichment event posters in your form room
- Award 100% attendance during Attendance TG Time
- Regularly discuss with students where they are in line with achieving the required Gold Level Praise Points in order to gain access to reward activities/enrichment events.
- Promote the use of Shout Outs
- Award Full uniform points daily
- Award Equipment check PP - This is to include a bag, planner, pencil case.

**Appendix 1 – Implementation of Rewards**

<b>Reward</b>	<b>What</b>	<b>Why</b>	<b>When</b>	<b>Who</b>	<b>How</b>
<b>Praise Points</b>	Individual praise points	To acknowledge and recognise positive behaviour/effort. Accumulate to achieve further rewards	Any time	All staff in and out of lesson	Verbally In class
<b>Shout Outs</b>	Positive Personal messages,	To spread some kindness and positivity within whole school community	Weekly	All students and staff	Complete Shout Out slip and return to Tutor (for students) and Office (for staff) by close of business Thursday for inclusion in bulletin
<b>Social responsibility</b>	10 bonus praise points	For charity work/community work	Any time	Tutor/ HOY	Verbally
<b>Leadership</b>	10 bonus praise points	Becoming prefect/peer mentor/student leader etc	Any time	Staff Leading initiative	Verbally
<b>Conversations Home</b>	Phone calls or letters home to parents/carers	To acknowledge and recognise positive behaviour/improvements	Any time	All staff	Brief letter/call home/personal in-touch or Class Chart message to parents
<b>Post Cards</b>	Post card sized recognition	To award good behaviour/work/improvement in any area/nomination from staff for any other positive reason	Daily	All staff	In and out of class
<b>Praise Point Milestones</b>	Certificates	Tiered Certificates to indicate level of PP achieved	Termly	Head of Year	During celebration assembly with certificate
<b>Star of the Lesson</b>	5 bonus praise points + prize draw entry	For effort/participation/excellent work/attitude	Every lesson	Subject staff	Verbally and with Class Charts Star of the Lesson button – which includes parental notification and access to weekly queue jumper prize draw.
<b>100% Attendance</b>	100% attendance on Class Charts	To praise 100% attendance	Weekly	Tutor	Input on Class Charts
<b>Star of the Week</b>	10 bonus praise points + prize draw entry	For excellent/improved work	Weekly	DOL	Class Charts Star of the Week button, work displayed, parental contact and access to monthly prize draw

<b>Prize Draw Voucher</b>	2 x £10 voucher + certificate	To acknowledge Star of Week awards for great work/improvement	Half Termly	Head of Year	All Star of Week put into wheel of fortune and every month prize draw during assembly.
<b>Queue Jump Passes</b>	Pass to allow student front of queue access at lunch time	For achieving Star of the Lesson	In assembly - Weekly	Head of Year	All Star of Lesson put into wheel of fortune and drawn during assembly – to be used same day.
<b>Freebie Friday</b>	10 Students Per Year Group	100% Weekly Attendance Draw	Weekly	Head of Year	100% Weekly Attendance
<b>Head of Year Awards</b>	10 bonus praise points, certificate & letter home	For 100% attendance and no behaviour consequences in a whole term	Termly/Celebration assembly	Head of Year	HOY Award Class Chart, Letter home
<b>Platinum/Diamond Awards</b>	Reaching Platinum/Diamond PP status	For achieving highest level praise points	Termly	Headteacher	Certificate/letter home
<b>Reward Trips</b>	Off-site reward trips	Priority for good/improved behaviour/attendance	Annually	All staff	Flamingo Land etc.
<b>Year Trophy</b>	Trophy awarded to winning year group +15 bonus praise points	For most accumulated Praise Points	Half Termly	Deputy Headteacher	In celebration assembly
<b>Headteacher Commendation</b>	Certificate + 100 bonus praise points	For any outstanding achievement/demonstrating excellence in school	As and when	Nominated by all staff	In assembly + letter home

#### Appendix B – Rewards Offer

	Daily	Weekly	Half Term	End of Term	Additional End of Year
<b>Rewards Offer</b>	Praise Points Well Done Post Cards Star of the Lesson	Rewards Bulletin 100% Attendance Shout Outs  Assembly - Star of the Week Star of the lesson Draw	Top 5% Celebration Breakfast	Top 5% Pizza Party  100% Attendance Pizza Party  Top 10%	Flamingoland Trip  Ice Cream Treat  Year 11 Prom



				Celebration Breakfast	
				Improved Attendance Celebration Breakfast	
				Celebration Assemblies	
				Rewards Events	