



The Circle Policy

POLICY NUMBER
SILVP0017181114

POLICY TYPE
SCHOOL

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An important part of Silverdale's day is the Circle. The philosophical rationale of the circle is that all are equal therein. Both adults and students have, in theory, equal access to circle time and all are encouraged to participate fully, regularly and positively before going off to lessons. The Circle also has a practical use in that it is used as a forum for reflection, discussion and the dispersal of the groups twice a day.

The use of the Circle is varied

Transitional time: -

Great emphasis is put on personal and social skill in Silverdale School. Breaks and lunch times are integral parts of the students' day – the transition from this informal time to the formal lesson time is marked by the circle. Hopefully, students will move psychologically from informal behaviour to formal behaviour and be ready for work. To this end no-one will continue eating, drinking or talking in the Circle which is convened directly after the buzzer sounds. Body language will also reflect a formal scene.

Information dissemination: -

The Circle is a time when all are present. It will be a time when visitors can be introduced, timetable changes announced and information or instructions passed on.

Certificate ceremony: -

Building self-confidence and self-esteem among students is one of Silverdale School's aims. It is therefore useful when students have been awarded certificates that they are given out "ceremoniously" with everyone present. Certificates to be awarded will be given to the head teacher during the week for presentation at the Monday morning Circle.

De-briefing of previous sessions:-

All members of Silverdale School will be invited, during Circle time, to comment on how activities, events or sessions have gone and if appropriate, discuss some of the issues that emerge during the course of the day.

The rules of the Circle: -

Bearing in mind the uses of the Circle it is not surprising that there will be some expectations placed on all of its members. The Circle is important all teaching staff, HLTAs and pupils are expected to be there. Only in exceptional circumstances will any attending member of the school not be present. Punctuality, particularly by staff, will be expected.

The Circle, as a transitional facility means that we will all be punctual and a short buzzer will indicate the approaching end of breaks. The Circle is a move from informal to formal so no food or drink will be seen in the Circle. Body language will be appropriate. Adults will sit amongst the students to encourage appropriate behaviour. All members of the Circle will be encouraged to speak regularly and creatively by those who have more confidence in the Circle.

The Circle has few rules. Latecomers, though welcome will be as discreet as possible on entry. No member of the Circle will interrupt another member whilst that member is speaking and the remarks made in the Circle will be positive or will be made in such a way that no-one feels vulnerable, threatened or diminished.

Students will be asked to leave the Circle if their behaviour is unacceptable.

It will be appropriate to instruct students on the concept of "Circle Time" in the tutor group as well as in PSHE lessons.

Issues pertaining to the Circle will be discussed as and when appropriate at staff meetings.

Students will leave the Circle for lessons in a variety of ways depending on current issues. Dismissal procedures will be discussed when appropriate at staff meetings.