



**REWARDS AND  
AWARDS POLICY**

## DOCUMENT CONTROL

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Version	Date	Comments	Author
01			Ross Jervis
02	November 2014		Abby Deeks
03	September 2016		Melissa Relph
04	September 2017		Melissa Relph
05	September 2018	Reviewed no amendments required	Sophie McCabe
06	September 2019		Sophie McCabe
07	September 2020	Added details to key features Removal of rewards linked to attendance and consistently good and improved behaviour (if, then)	Barry Simpson

The academy has a system of rewards which incorporates our values, aims to motivate and inspire students, and develops a culture of positive achievement and behaviour. We believe that it is important for our students to receive the recognition for their achievements, both in terms of academic progress and success in other areas of school life. An important aspect of the academy's ethos is that the achievements and successes of students of all ability levels and in all year groups can benefit from the rewards process. This helps to build upon individual self-confidence and self-esteem and leads to further personal development.

West Lakes Academy gives a high priority to recognising and rewarding success and involving students and parents in 'achieving excellence'. We recognise that parents have a vital role to play in promoting a positive attitude to the students learning and, together with the academy, celebrating achievement at all levels and in all areas of school life.

### **KEY FEATURES OF OUR REWARD POLICY INCLUDE:**

- the most powerful positive reinforcement of all is praise and encouragement in the classroom, lesson by lesson, by the teacher. This should be used as much as possible.
- as a standard part of every lesson we should look for ways to find students doing well and praise them for it.
- do not ignore the quietly compliant type of student, recognise and reward them.
- rewards should be given in as many areas of academy life as possible. Rewards should be accessible to all students.
- we must promote a culture of praise and foster positive relationships with parents and carers to develop a shared approach to promoting positive behaviour.
- we work to promote the acceptance of positive achievement and to share student achievement publically. We want it to be recognised as cool to be successful and wish to encourage our young people to receive their honours with pride.
- any extrinsic reward should be unexpected and offered only once the task is complete. We should avoid the use of 'If, then' rewards. These are when we promise to deliver something to an individual once they complete a specific task.
- any reward given should be against a clearly established criterion/criteria. This criterion should be applicable to the population that the student was selected from at the same time.

### **VALUES**

- all students are valued members of the school community.
- each student has a positive contribution to make to school life.
- we should recognise contributions from students that make West Lakes Academy a better place for learning.
- acknowledging the positive things that students do and achieve will help to motivate students and encourage them to take pride in themselves, others and their wider community.

## **PRINCIPLES AND PURPOSE**

The reasons for having a Rewards Scheme:

- To publicly recognise and reward the many things our students do well.
- To demonstrate to students that staff value the many things that they do well.
- To motivate students to go beyond what is 'expected' and help to sustain that motivation.
- To encourage wider involvement in the school and community.
- To promote an atmosphere in which success is acknowledged, shared and valued by all – 'a culture of celebration'.
- To communicate 'success' to parents.

The Rewards Scheme that operates within school should be fair and manageable for staff.

## **THE WEST LAKES ACADEMY REWARDS SCHEME**

The Rewards Scheme is based on acknowledging students' contribution/achievements of the academy's 5 values:

1. **Respect** – we will treat everyone with respect and tolerate everyone for what they choose to do and believe in.
2. **Resilience** – we will push ourselves, be determined and keep going in the face of challenges.
3. **Appreciation** – we will appreciate the opportunities and experiences that come our way, be outgoing and cherish life.
4. **Freedom** – we will be aware of our rights as a human being but respect and act on the responsibility that comes with those rights.
5. **Achievement** – we will strive and have purpose and we will achieve. We will, all of us, succeed.

Students will gain recognition for their progress/achievement in these aspects of school life by the awarding of merits/points and certificates.

A range of rewards exist at West Lakes Academy including:

- Verbal praise
- Comments on work
- Merits
- Certificates
- Sending students to Heads of Year, Heads of Department or members of the Academy Leadership Group for praise and recognition
- Tutor Star of the Week
- Head of Year Star of the week Principal Learner of the Week Praise Postcard/letter sent home/ Positive phone call home
- Public display of work acknowledgement through assembly
- Acknowledgement through our academy Newsletter Attendance at our mini Rewards events
- Attendance at our Awards ceremonies Certificate/award at presentation evening

We will also allocate rewards for attendance and punctuality allocated to our value of resilience.

At the academy we issue Merits (allocated across the values)

Merits are equal to one reward point. These count towards a student's rewards points score.

Merits form the backbone of our rewards system and can be given by any member of staff.

Merits are awarded via our SIMS system. Merits should be awarded to recognise and celebrate positive behaviour, conduct and work that exceeds expectations.

### **GUIDANCE FOR STAFF**

We should all undertake to provide and encourage a safe and disciplined learning environment that will enable individual success to be encouraged and rewarded. It is important to strike the right balance between rewards and sanctions by rewarding good behaviour as well as progress and achievements. By praising and rewarding positive behaviour and achievements, others will be encouraged to act similarly. The academy rewards policy therefore supports the academy behaviour policy by highlighting how positive behaviour will be reinforced through praise and rewards.

### **GUIDANCE FOR PARENTS AND CARERS**

Parents can support the academy's positive approach to rewarding success by:

- actively supporting all the academy's policies
- ensuring regular and punctual attendance is maintained throughout school
- attending events aimed at celebrating individual and corporate success
- insisting upon high standards in all aspects of academy life
- responding in a supportive way to all communications from the academy
- providing suitable conditions for homework to be completed
- attending the annual parents' evening

### **MONITORING AND MANAGEMENT**

The success of the policy and the use of rewards will be monitored through analysis of data recorded by staff. When evaluating the success of the policy, the academy will consider to what extent:

- achievement has been raised
- rewarding success has had on encouraging positive attitudes towards learning and striving for success
- monitor distribution of rewards by groups: age, ethnicity, gender, FSM and Additional Educational Needs