



# **BEHAVIOUR MANAGEMENT**

## **Our Aims**

- To create a safe and supportive learning environment that enables students to develop socially, emotionally and academically to their full potential.
- To establish rules and procedures that protect the rights of all individuals.
- To implement rules and procedures in a consistent and supportive manner.
- To promote positive behaviour and recognise those members of the school community who model exemplary behaviour and uphold the school motto, "Strength in Honour."
- To teach students to take responsibility for their behaviour and to accept the consequences of their actions.
- To resolve conflicts in a peaceful and constructive manner.

## **Our School Rights**

- The right to be free from harm.
- The right to teach and learn.
- The right for our property to be looked after.

## **Our Values**

1. A pursuit of knowledge and a commitment to achievement of potential.
2. Self-acceptance and respect of self.
3. Respect and concern for others and their rights.
4. Social and civil responsibility.
5. Environmental responsibility

## **CLASSROOM BEHAVIOUR MANAGEMENT**

Classroom rules are formulated by teachers after negotiation with students. The rules assist our students to demonstrate the following socially acceptable behaviours:

1. Be considerate and courteous.
2. Let others learn.
3. Respect other people.
4. Respect the property of others.
5. Be prepared for learning activities.

### **Behaviour Tracking Sheets:**

These are to be used to monitor and record minor behaviour infringements and will follow the consequences outlined in this policy. The consequences are over the course of one school day. Each day the students are given a fresh start. The consequences are:

1<sup>st</sup> infringement - Verbal warning.

2<sup>nd</sup> infringement - Second warning.

3<sup>rd</sup> infringement - "Time out" within room – teacher determines time – usually 10 minutes. At this stage a resolution form or "think spot" form is given to the student to complete.

4<sup>th</sup> infringement - Student sent to Buddy Class with Buddy Class card for 10 -15 minutes. While at Buddy Class students are required to complete a form and reflect on their behaviour. Teachers may wish to inform parents that their child has been sent to Buddy Class – via homework diary or phone.

5<sup>th</sup> infringement – Administrator referral.

If a student's inappropriate behaviour is deemed to be severe enough they may bypass warning steps and be required to go straight to Time Out, Buddy Class or to an administrator.

## Referrals to an Administrator

When referring a student to an administrator the teacher must record all details of the event in the Classroom Behaviour Management Book. The responding administrator must record the actions taken on Integris, the electronic school information system.

- The Deputy Principal or Principal may contact parents by phone. Students will commence a 30 min or 60 min time-out. During the time-out session students complete a “think” sheet. This is an educative and restorative process. The students must realise that they are responsible for their behaviour and that there is a consequence for inappropriate behaviour.
- If a child is referred 3 times within one term for class misbehaviour their parents will be contacted to attend a case conference with the School SAER Co-ordinator and the classroom teacher. As a result, an Individual Behaviour Plan may be formulated in full consultation with all parties (inclusive of the student, parent and class teacher) with appropriate inter-agency support or intervention as appropriate.
- Further interventions, time-outs and/or suspensions will be as directed by the student’s Individual Behaviour Management Plan and may require the student to be referred to the School Psychologist.

## PLAYGROUND RULES

Playground rules assist our children to demonstrate socially acceptable behaviours. These rules refer to areas outside classrooms but within school grounds at the start of the school day, during recess, lunch and at the end of the school day.

### Children will:

1. Follow teacher direction at all times
2. Stay on school grounds
3. Play safely – no rough games, no playing with sticks, stones or honky nuts
4. Enter the classroom and wet areas only when a teacher is present
5. Show respect for people and their property
6. Walk bikes from bike racks along outward paths and the school oval
7. Play only in allocated areas
8. Wear hats outside of covered areas
9. Walk on paths

Consequences will be consistently applied when students fail to adhere to the playground rules.

1. Duty teacher speaks to the child about inappropriate behaviour for minor rule breaches or invokes minor consequence on the spot.
2. More serious offences should be referred to an administrator via the blue Playground Behaviour Management Book located in the duty bag and the student should be removed or isolated from others immediately.
3. Parents are informed of student behaviour either by an administrator or via the Parent Copy of the form in the blue book.
4. Students who are given detention from the playground go to the front office at the end of the eating period.
5. Students who receive detention are excluded from the half term reward for that period.
6. The school reserves the right to exclude students from attending excursions or represent the school in carnivals or events if student behaviour has been of a significant concern and where parents have been duly notified.

## Guidelines for Suspension

In School and Out of School suspensions may be used at any time. (Severe Clause Provision).

- Parents are to be notified at every step.
- Parent contact to be initiated by Deputy Principal or Principal at 1 day in-school suspension phase.

- Where deemed appropriate, Individual Behaviour Management Plans will be developed inclusive of the student, class teacher(s), SAER coordinator and other personnel as required.

### **In School Suspension** (1/2 or full day).

- This is to be used at the discretion of the Principal or Deputy Principal as another step in the discipline process for re-occurring acts of inappropriate behaviour or for acts of behaviour that require a more serious consequence than a “time out” or “detention”.
- A parent/teacher conference for students placed on in-school suspension may be held at half day in-school suspension stage.
- The Principal or Deputy Principal will conduct a parent interview or case conference when a student reaches the whole day in-school suspension stage.

### **While on In-School Suspension:**

- The class teacher provides work for the student.
- Deputy Principals and Principal provide alternative supervision and a suitable place for the student to work.
- The student is to stay in the allocated area.
- The student will need to be cooperative and obedient.
- Inability to follow in-school suspension procedure will result in out of school suspension.
- In-school suspension allows for both half day and full day periods according to the school’s BMIS policy and procedures.
- Parents are informed of in-school suspension by letter or phone call.
- Any student who receives a suspension is automatically excluded from attending excursions or interschool sporting events for that term. Students that have multiple detentions or may be considered a risk will also be excluded.

### **Out of School Suspension**

At the discretion of the school principal and in accordance with Department of Education guidelines, a student may incur out of school suspension for repeated unacceptable behaviour or for serious breaches of discipline.

### **Behaviour Management Recording**

Triplicate behaviour books are an ongoing record of student behaviour. Students who misbehave in class and need to be sent to an administrator for intervention must have details recorded in the green Class Behaviour Management Book and signed by the person referring. Students who misbehave in the playground will be recorded in the blue Playground Behaviour Management Book. These triplicate carbonised booklets allow one copy to be sent to an administrator for recording, one to be sent home to parents and one to be retained by the class teacher. All behaviour referrals and intervention details will be recorded by an administrator on Integris using the SIS Behaviour Management Program. Specialist teachers will have Class Behaviour Management Books for their area.