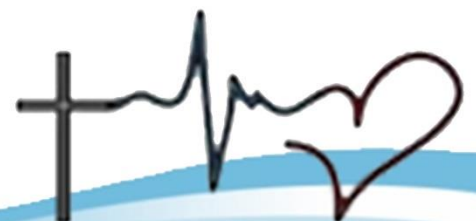


Dale Christian School

Community with purpose



High School - Behaviour Management Policy



FAITH HOPE LOVE

Dale Christian School - Vision and Mission

Our Vision at Dale is to offer affordable, quality education within the framework of a Christ-centred biblical world view as we strive to equip our students with skills and strong values that encourage them to pursue excellence in all areas.

Every student at Dale Christian School will clearly hear the claims of Christ on their life through management, curriculum and teaching practices and see the love of God at work in the school community.

Version Management

Version	Date Published	Changes Made	Author of Changes
3	2017/7/26	Updated	FJ
4	2018/01/18	Added sections "Source of Obligation", "Discipline Policy", Strategies to promote good discipline" and "Prohibition of corporal Punishment".	FJ KC
5	2018 08 29	"Discipline" is removed and replaced with behaviour. Removed "Deputy". Replaced "Sentral" with the schools database programme. Changed Semester to term.	
6	2019 01 31	Reviewed and accepted with no changes	KC FJ
7	2021 01 25	Added "recognition" para. Re-write of Level 1 (Mng Neg Beh) and added boxes. "Reset" is now set to terms. Added Appendix 1.	HS Staff/AP/KC
8	2021 09 24	A.b) added "at the end of each term". B level 1 2) added "additional"; removed section re: diary	KC
9	2022 02 22	New Policy re-write	FJ
10	2022 11 03	Added to section 3 "Using Mobile phone to arrange a food delivery service while on school grounds or at school event".	KC/FJ
11	2023 05 29	Moved 3 offences from "Major" to "Severe". Updated Vision and Mission, added final bullet point to "Severe"	FJ
12	2023 08 18	Updated Tables on Pages 5, 6, 7 and Overview. The outside send out summary, Major Offences/send-out para updated.	KC/FJ/AP

Dale Christian School has implemented the Child Safe standards and takes the safety of our children very seriously.

High School Behaviour Management Policy

At Dale Christian School our aim is that all students receive positive guidance and encouragement towards acceptable behaviour and are given opportunities to interact and develop respectful and positive relationships with each other and with staff and volunteers.

The **Student Code of Conduct** sets out Dale Christian School's expectations of students with respect to their academic and personal conduct. The Student Code of Conduct is endorsed as the central focus of discipline and self-discipline for each student.

Every student and teacher have a right to:

- Learn and teach free from disruption
- Feel safe (emotionally and physically)

Dale Christian School forbids the use of any form of child abuse, corporal punishment, or other form of degrading punishment.

Dale Christian School's behaviour management system conforms to the rules of procedural fairness, is free from discrimination, is proportionate to the nature of the breach and provides an avenue to appeal the outcome.

Definitions

Child Abuse: Occurs when a child has been subjected to physical, sexual, or emotional abuse and/or neglect which has resulted or is likely to result in harm to the child's wellbeing. It may involve ongoing, repeated or persistent abuse, or arise from a single incident.

Corporal Punishment: Any punishment in which physical force is used and intended to cause some degree of pain or discomfort, however light; typically involving hitting the child with the hand or with an implement; can also include, for example, forcing the child to stay in an uncomfortable position. It does not include the use of reasonable physical restraint to protect the child or others from harm.

Degrading punishment: Any punishment which is incompatible with respect for human dignity, including corporal punishment and non-physical punishment which belittles, humiliates, denigrates, scapegoats, threatens, scares or ridicules the child.

Rules of Procedural Fairness: These rules require:

- a. A hearing appropriate to the circumstances
- b. Lack of bias
- c. Evidence to support a decision and
- d. Inquiry into matters in dispute.

Parent: Could be a parent, guardian or carer.

Guidelines and Procedures

The school and staff have a responsibility to create a safe and positive learning environment for students. Students are more likely to behave positively if they are in an environment where they feel respected and supported to achieve and thrive. The school has a strong focus on creating a positive learning environment for students.

There are many ways in which students are encouraged in normal school life to be well disciplined. These include:

- Teachers showing genuine interest in each student in their care.
- Praise and encouragement are given.
- Physical awards are given through Power Points and Prizes.
- Acknowledgment to peers in class, at year assemblies and whole School assemblies.
- The House Points System.

Clear expectations for appropriate behaviour are established in the Student Code of Conduct. The result is that students are being trained to be self-disciplined. They are taking responsibility for their own actions in a caring community. However, if a student is disruptive in a class, they need to realise that not only are they disadvantaging themselves, but everyone else in the class as well. Every student has the right to the best possible education they can obtain at Dale Christian School.

Two systems of behaviour management exist at Dale Christian School. One for 'inside' the classroom and a system for 'outside' the classroom.

Managing Student Behaviour

1. Inside the Classroom

Any seen or perceived disruptive behaviour is dealt with using the **proximity praise and reward /name/tick/send-out system**.

Proximity: When a student is misbehaving, the teacher will:

- ✓ praise at least one other student who is in close proximity for behaving appropriately,
- ✓ prompt or redirect the misbehaving student to return to the appropriate behaviour, check that the student can cope with the activity, quietly enquire as to the reason for the misbehaviour, encourage the student to ask to speak to a teacher if something is worrying them,
- ✓ praise the misbehaving student as soon as they do something appropriate.

Name: that is, without a 'fuss' or necessarily a verbal exchange, the teacher writes the name of the student who is being disruptive on the white board. This is the student's first warning.

Tick: further disruption by the same student will result in a tick placed next to their name. This is the second warning.

Send-out: If there is further disruption from the same student there is no need to tick their name again – the teacher then sends him/her to the Front Office to be interviewed by the Pastoral Care Coordinator/Deputy.

Name on the Board: Examples of behaviour that may warrant a name on the board:

<i>Distracting Behaviour</i>	<i>Time-wasting Behaviour</i>
Talking/singing/making noises	Writing/reading notes in class
Walking around the room	Completing work from another subject
Swinging on the chair	Not completing a reasonable amount of work within the given time frame
Calling out	Being on non-related computer applications

Automatic Send-outs

A student may be sent out of class without warning for the following behaviour:

Breach of Safety

- Throwing an object in class
- Intentionally pushing or knocking a student off a chair
- Not following safety guidelines in practical lessons

Physical Abuse

- Punching another student
- Hitting a Staff Member

Verbal Abuse

- Swearing at another student
- Swearing at a Staff Member

Misuse of Computers or Other Equipment

- Changing settings of classroom or IT-Lab computers
- Accessing or attempting to access inappropriate material via the internet
- Attempting to access restricted areas on the school computer network
- Intentional misuse of equipment provided during a lesson
- Mobile phone going off or use of smart watch or mobile phone in class.
- Using Mobile phone to arrange a food delivery service while on school grounds or at school event.

The examples provided above are not comprehensive but provided as a guide.

When a student is sent out, they will be directed to the Front Office. A student sent out of any class 5 times in a year is withdrawn by his/her parents or the Principal will permanently exclude them from attending Dale Christian School. Below is a summary of the inside send-out system.

Inside Send-Out System Summary

- First Send-out:** Verbal warning, and discussion of further consequences if the behaviour continues by Pastoral Care Coordinator and email written to inform parents of the send-out. Pastoral Care Coordinator will contact parents to discuss the behaviour if necessary.
- Second Send-out:** Formal letter to parents indicating that the student has been sent out of class on two occasions. The Pastoral Care Coordinator/Deputy will phone the parent and an interview is offered by the Pastoral Care Coordinator/Deputy.
- Third Send-out:** Suspension from School for one day. Parents are notified as soon as possible and asked to collect their child at their earliest convenience. Formal letter sent home and parent interview with the Deputy Principal.

- Fourth Send-out:** Suspension from School for one day. Parents are notified as soon as possible and asked to collect their child at their earliest convenience. Parent interview with the Principal.
- Fifth Send-out:** Parent interview with Deputy Principal and Principal. Withdrawn by parent or permanent exclusion from the school.

2. Outside the Classroom

The system for dealing with inappropriate behaviour outside the class operates differently from the inside discipline system.

What Constitutes 'Outside' Class?

Outside class means before school, at recess, lunch, on the way to a classroom and after school. If you are outside the classroom but engaged in class activities, even if they are off-site (e.g. Phys Ed classes) the **inside** send-out system applies. The **outside** send-out system only applies to behaviour outside of normal classes.

Please note that as soon as a student puts on their uniform, they are representing the school. Therefore, students can expect to be disciplined if they behave inappropriately whilst they are wearing their uniform.

Penalties for Inappropriate Behaviour Outside Class

Students can receive a **demerit**, a **minor outside send-out**, a **major outside send-out** or **immediate exclusion** from the school for behaving in an inappropriate manner outside class.

The Demerit System

The demerit system serves to address behaviours and actions that do not necessarily affect the classroom or other students. It operates to motivate students to modify those behaviours that interfere with the smooth running and/or appearance of the school.

Students are permitted to record a total of 24 demerits during one year. At the 25th demerit, the student will be withdrawn and permanently excluded from the school.

At 5 demerits	An email will be sent home informing parents that this stage has been reached and advising of further stages in the System.
At 10 demerits	Parents are contacted by the Pastoral Care Coordinator and a follow up email is sent.
At 15 demerits	Parents are contacted, requesting an interview with the Pastoral Care Coordinator. The student maybe suspended from the School for one day.
At 20 demerits	Parents are contacted, requesting an interview with the Deputy Principal. The student is suspended from the School for one day.
At 25 demerits	Parents are contacted, requesting an interview with the Deputy Principal/Principal. The student is withdrawn and permanently excluded from the School.

Demerits/Minor Outside Offences

Demerits are generally given for minor outside offences from the categories 1 – 3 below. Demerits will be issued by teachers and verified by the Pastoral Care Coordinator or the Deputy Principal. Parents will be sent an email letter notifying them of demerits as they accumulate. Minor outside offences are normally dealt with by a teacher.

Moderate Outside Offences/Send-out

Generally, from categories 1 - 3 in table below. Student will be sent to the Front Office. Demerits will be issued by teachers and verified by the Pastoral Care Coordinator or the Deputy Principal.

Major Outside Offences/Send-out

Major outside send-outs are generally given for major offences from category 4. The student is immediately sent to the Front Office. Each time a student receives a major send-out, they will be suspended from school for one day. If a student receives four (4) major outside send-outs in one year they are withdrawn or permanently excluded from the School.

Immediate Exclusion is given for severe offences in category four (4) only, such as drugs or assaulting a staff member. **Use or possession of illegal drugs by a student will necessitate immediate withdrawal or exclusion from the School.**

The reason students may get a **demerit** or an **outside send-out** roughly falls into one of four categories:

1. Educational Examples: <ul style="list-style-type: none">• Homework/Assignment not completed• Late to class• No sport uniform• Coming to class unprepared• Continually being late for school	2. Image of the School Examples: <ul style="list-style-type: none">• Wearing make-up• Wearing incorrect Jewellery• Hair—standards not met• Wearing the uniform incorrectly• Incorrect Shoes/hat• Behaviour outside of the School
3. General Behaviour Examples: <ul style="list-style-type: none">• Swearing• Chewing gum• Disregarding the instruction of a teacher• Out of bounds• Touching/Kissing• IT infringement• Having mobile phone out	4. Anti-Social Behaviour Examples: <ul style="list-style-type: none">• Bullying• Graffiti• Vandalism• Fighting• Truancy• Threatening/Intimidating a teacher, staff member or student's parent/s outside of School

The Outside Send-out System in Summary:

- First Send-out:** Parents are contacted, requesting an interview with the Pastoral Care Coordinator.
- Second Send-out:** Parents are contacted, requesting an interview with the Pastoral Care Coordinator.
- Third Send-out:** Parent interview with a Deputy Principal and/or the Principal. Student is suspended for a day.
- Fourth Send-Out** Parent interview with the Principal. Withdrawn by parent or permanent exclusion from the School.

Examples:

Offence	Category	Consequence
<ul style="list-style-type: none"> • Littering • No hat after a warning • Out of bounds after a warning • Caught using a mobile phone during School hours 	Minor	Demerit
<ul style="list-style-type: none"> • Bullying – name calling, intimidation (first offence) • Rough/dangerous play • Disobeying a teacher’s instructions 	Moderate	Demerit or moderate outside send-out
<ul style="list-style-type: none"> • Vandalism • Fighting • Leaving the School grounds • Using Mobile phone to arrange a food delivery service while on school grounds or at school event 	Major	Major outside send-out
<ul style="list-style-type: none"> • Drugs • Smoking (or in possession of cigarettes) • Vaping (or in possession of e-cigarettes) • Alcohol (or being in possession of alcohol) • Assaulting a teacher, staff member or student • Bringing/using weapons to the School 	Severe	Immediate exclusion

3. Student Code of Conduct

Behaviour contrary to the *Student Code of Conduct* may result in disciplinary action including (but not limited to) suspension or exclusion. Serious offences such as assault, theft, wilful damage, and other unlawful activities may result in exclusion. For minor breaches of the Code of Conduct students will receive a warning asking them to rectify their behaviour. This warning may take the form of a verbal reminder of the expected behaviour, send-outs or demerits. Suspension is likely for consistent minor breaches of the Code of Conduct.

Where a student’s conduct breaks the law, the matter will be reported to the Police, in addition to any action taken by the School for such offence.

DISCIPLINE SYSTEM OVERVIEW

