Our Lady Help of Christians Primary School

MANAGEMENT OF STUDENT BEHAVIOUR POLICY

Rationale:
At Our Lady Help of Christians Primary School we believe positive and responsible student behaviour is essential to the achievement of optimal learning opportunities and to the development of a supportive and cooperative school environment. Each member of our school community has rights and responsibilities. Individuals should develop the skills and strategies to make responsible, informed choices in a safe environment.

Aims:
At Our Lady Help of Christians Primary School we aim to:
- further develop qualities of respect, compassion and justice;
- build a school environment based on positive behaviour, mutual respect and cooperation;
- establish well understood and logical consequences for student behaviour;
- assist the students to make responsible choices and to accept the consequences.

Implementation
Therefore at Our Lady Help of Christians Primary School our approach to behaviour management aims to provide a teaching and learning environment, which fosters and promotes the following:
- Positive Behaviour Management;
- consistent rules that students follow at all times and are displayed in the classrooms;
- teaching of the school rules with regular reinforcement;
- self-monitoring and management of behaviour by students;
- establishing a positive school environment with positive relationships between members;

School Rules
1. Follow Directions
2. Use your hands, feet and objects in an appropriate way
3. Listen without interruption
4. Speak appropriately
5. Treat all property with care
6. Move safely around the school

Rewards / Positive Recognition (Negotiated by teacher and class)
Some examples are:
- Stickers/Certificates
- Positive note to parent
- Send to principal for positive recognition / principal certificate / sticker
- 5-15 mins free time, computer time, quiet play
- Teacher helper for day / week
- Drawing / art activity
School Consequence Hierarchy (During class time)
1. Warning
2. Time out away from group, continue working.
3. Time out in designated area in class, continue working.
4. Removal from class to neighbouring teacher, complete a reflection sheet, and make up lost time during recess / lunch.
5. Send to Principal (1st option) / Deputy Principal (2nd option)
6. Meeting with Principal

School Consequence Hierarchy (During recess & lunch)
1. Warning about behaviour and identification of school rule broken
2. Time walking with teacher on yard duty
3. Time out in designated area and identification of school rule broken
4. Time out on yard with either a pink or red Behaviour Incident Report completed.
   Inform student this will be happening. If feasible do immediately after recess/lunch with student.
   (Behaviour Incident Report must be photocopied and copy given to the classroom teacher & deputy principal)
5. If a student is openly defiant or aggressive, send to Principal’s office or call for the Principal.

Pink Behaviour Incident Report / Red Behaviour Incident Report
Pink Behaviour Incident Report: issued for strong inappropriate behaviour, such as fighting, swearing, damaging property, open defiance.

Red Behaviour Incident Report: issued when bullying is evident.
Behaviour Incident Report must be signed by parents and returned to school to deputy principal.
3 pink Behaviour Incident Report / 1 red Behaviour Incident Report in a term: classroom teacher contacts parents to organise a meeting to discuss child’s behavior. Meeting is held with students, parents, classroom teacher and principal.
If there is a further incident an Individualised Behaviour Plan is introduced and monitored by teacher, student well-being teacher and principal.

Serious Incidents (Tier 3 Behaviour)
A serious incident is one where the student’s behaviour is a danger to themselves and/or other members of the school community. If this occurs:
- The Northern Regional behaviour plan will be followed (Please refer to Appendix

Evaluation:
This policy will be reviewed as part of the school’s review cycle.

This policy was last ratified by OLHC School Staff Term 1 2015
Appendix 1

OUR LADY HELP OF CHRISTIANS PRIMARY SCHOOL
26 Miller Street, East Brunswick 3057
Telephone: 9380 5050 Fax: 9380 5636
Web Site: http://www.olbrunswickeast.catholic.edu.au E-mail: principal@olbrunswickeast.catholic.edu.au
Principal: Mr Philip Cachia Deputy Principal: Ms Patrizia Rinaldo

Behaviour Incident Report

To: ___________________________ Date: ___________________________

Dear Parents,
I am sorry to advise that your child ______________________ (Class: ____ ) has not fulfilled expectations.

<table>
<thead>
<tr>
<th>Description Of Incident</th>
<th>School Rule Broken</th>
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<tbody>
<tr>
<td></td>
<td>1. Follow directions</td>
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<td></td>
<td>2. Use your hands, feet and objects in an appropriate way</td>
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<td></td>
<td>3. Listen without interruption</td>
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<td>4. Speak appropriately</td>
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<td></td>
<td>5. Treat all property with care</td>
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<td>6. Move safely around the school</td>
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Action Taken:
Verbal Apology Written Apology Teacher-Walk Time-Out Reflection Sheet
Other: ___________________________

I ask you to please read this report with your child & discuss strategies he/she can use to make more appropriate choices in the future. Please contact me should you have any queries on this matter.

Thankyou for your cooperation,

__________________________
(Teacher Signature)

__________________________
(Principal Signature)

Parents to complete: (please return this form to staff member tomorrow)

To ______________________ (staff member)
I have read and discussed this incident report with my child, ______________________
Signed: ______________________ Date: ______________________

Copy to: Principal Deputy
Class Teacher: ______________________
Appendix 2

OUR LADY HELP OF CHRISTIANS PRIMARY SCHOOL
26 Miller Street, East Brunswick 3057
Telephone: 9380 5050 Fax: 9380 5835
Web Site: http://www.olbrunswickeast.catholic.edu.au  E-mail: principal@olbrunswickeast.catholic.edu.au
Principal: Mr Philip Cachia  Deputy Principal: Ms Patrizia Rinaldo

Bullying Incident Report

To: ____________________________  Date: ____________________________

Dear Parents,
I am sorry to advise that your child ____________________ (Class: _____) has not fulfilled expectations, and has been involved in a bullying incident. At our school, bullying is considered a serious misdemeanor.

Details:
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________

Action taken: verbal apology  written apology  teacher-walk  time-out  problem-report  detention  other: ____________________________

I ask you to please read this report with your child & discuss strategies he/she can use to make more appropriate choices in the future. Please contact me should you have any queries on this matter.

Thankyou for your cooperation,

__________________________________________  ________________________________________
(Teacher Signature)  (Principal Signature)

Copy to: Principal  Deputy  Class Teacher: ________________

Parents to complete: (please return this form to staff member tomorrow)

To __________________ (staff member)
I have read and discussed this incident report with my child, __________________

Signed: __________________________________  Date: ____________________________
Think Sheet

What rule did I break? (circle)

1. Follow directions
2. Use your hands, feet and objects in an appropriate way
3. Listen without interruption
4. Speak appropriately
5. Treat all property with care
6. Move safely around the school

The poor choice I made was: (assisted by teacher)

How did my poor choice make other people feel? (assisted by teacher)

Draw/Write what you should have been doing

How can I make things right?

Name: ______________________  Date: ____________

Teacher: ____________________  Parent Signature ____________________________________
Think Sheet

What rule did I break? (circle)

1. Follow directions
2. Use your hands, feet and objects in an appropriate way
3. Listen without interruption
4. Speak appropriately
5. Treat all property with care
6. Move safely around the school

The poor choice I made was:

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

This poor choice happened because:

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

A better choice would have been:

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

How can I make things right?

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

Name: ___________________________ Date: _______________
Teacher: ________________________ Parent Signature ________________________
Appendix 5
Northern Region Office

Critical Behaviour Management Response

The CEOM understands student wrongful behaviour of a serious nature to be an activity or behaviour of a student which:

- seriously undermines the ethos of the Catholic school; and/or
- consistently and deliberately fails to comply with any lawful order of a principal or teacher; and/or
- is offensive or dangerous to the physical or emotional health of any student or staff member; and/or
- consistently and deliberately interferes with the educational opportunities of other students.

CEOM Policy 2.26, Pastoral Care of Students in Catholic Schools

It is an expectation that all schools ensure that a Behaviour Management Policy is developed with agreed practices.

In the event of a Tier 3 incident the principal establishes wellbeing and safety for all parties involved.

Consult with relevant PC from the Northern Region

School Response

1. Make contact with parent/guardian and set up a PSG with relevant parties who will include the following: principal, student services/wellbeing leader, classroom teacher, parent and relevant CEOM/external agencies.

2. Appropriate person/s as nominated by the principal to complete a referral if support from NRO (SAALN, Psych) is required.

3. Implement actions from referral or PSG using a Behaviour Management Plan. A Behaviour Support Team may be to be formed at this stage.

NRO Response

1. PC notifies RM who in turn notifies relevant JGH personnel: Manager Student Learning Programs – if student is funded.

2. Assistant Director Student Outcomes – if non-funded student.

3. PC consults with school, SAALN/Psych to gather information. PC considers need to fast track referral via RM.

4. PC consults with SAALN/Psych as required.

5. PC, SAALN/Psych maybe included as participants of the Behaviour Support Team where a referral has been made.

6. Document background information