

Behaviour Management Guidelines

Developed 2012
Reviewed 2015
2017
Next Review 2021

RATIONALE

The management of student behaviour is the functioning of the school community, through a system of relationships; rules, rewards and consequences designed to develop self-discipline within pupils.

Our aim at St. Bernard's School is to develop the spiritual, physical, emotional, social and intellectual aspects of the child. Behaviour Management plays an important role in shaping this holistic approach.

Gospel values such as honesty, justice, integrity, compassion and love must be apparent in all situations where behaviour issues are concerned. Any behaviour that takes away from the Gospel values of the school, including bullying, racism, injustice and harassment, must be addressed.

BELIEFS AND VALUES

We believe that consistent and effective practices and procedures will:

- Foster the Christian values of justice, love, respect and reconciliation as St. Bernard's ideals to be emulated and valued.
- Develop a warm and safe teacher-pupil relationship as the basis for positive behaviour.
- Encourage a partnership between home and school.
- Focus on constructive and positive behaviour in individuals as part of developing the holistic growth of the child.
- Promote self-esteem.
- Demonstrate sensitivity to the uniqueness of each child.
- Develop self-control in the child.
- Establish consequences for behaviour and be consistent in carrying out these consequences.
- Display understanding of the home environment and the way it changes.
- Develop socially acceptable behaviour by prompting common courtesy and respect for others and their property.
- Develop an awareness and consideration of our school community.
- Employ incentive and reward/praise strategies to encourage and recognise "good" behaviour and efforts to change.

Achieving Expected Behaviour Outcomes

1. Positive behaviour is affirmed and encouraged in children. In the classroom or on the playground, teachers will use the following re-enforcement techniques:
 - Green Slips
 - Student Ministry awards
 - Smile
 - Verbal praise
 - Stickers
 - Affirmation
 - Taking work to show others at school and home

- Displaying good work- Star Board
- Class based rewards

2. Outstanding/consistent efforts will be acknowledged:

- Green Slips
- At fortnightly assemblies – merit awards
- Student Ministry awards
- Mercy value slips
- Class based awards
- Items in the School Newsletter
- Display of work- Star Board

Merit Awards

Students may be commended for contributions and achievements, such as:

- Excellence
- Outstanding achievement
- Persistent effort
- Leadership
- Teamwork
- Thoughtfulness and consideration of others
- Concern for others
- Co-operation

Awards will be given fortnightly at the school assembly and may be suggested by staff and/or students.

Every student will receive at least one award throughout the year. Teachers will keep a record of merit award winners for their class (using the SEQTA system).

Minimising Behaviour Problems in the Classroom

- Teach and implement an effective Social & Emotional Wellbeing programme e.g. PATHS, Challenges & Choices
- Avoid boredom
- Care for Kids
- Anticipate problems
- Implement Behaviour Management Policy and procedures
- Be a presence in the classroom

SCHOOL RULES

SPECIFIC RULES:

1. Be courteous to staff and students.
2. Be responsible for speech and actions (no swearing, bullying, tackling and fighting).
3. Have respect for school and students' property and the environment.
4. Stay within school grounds and play areas unless otherwise directed.
5. No running /playing on pathways or verandahs.
6. No school hat – no play.

GENERAL RULES:

1. No food on adventure playground.
2. **Classrooms** are out of bounds unless a teacher is with you.
3. Sports equipment to be taken after dismissal at lunchtime.
4. No Sport equipment before or after school.

5. Take care of sports equipment and return it to the classroom.
6. The **toilets** are not part of the playground.
7. Care for yourself and wear your school uniform correctly and neatly.

Students who **deliberately** break these rules will have to:

1. Clean or repair what has been damaged.
2. Sit out in the undercover area
3. Meet with the Principal (with written note explaining incident).

PLAYGROUND BEHAVIOUR MANAGEMENT

Students will be continually reminded about the rules they must follow on the playground and the consequences for not following these rules, at morning assemblies. Teachers will also discuss this regularly with their classes as a preventative measure. However, **ALL** staff are responsible for ensuring a safe and happy playground environment and therefore all must contribute to the implementation of the behaviour management policy. There is a **NO HAT NO PLAY** policy that must be enforced. Children without hats are to:

Day 1 - Sit in the undercover area. They are not permitted to play. A uniform note will be sent home.

Day 2 - If no hat is supplied, teachers may use their discretion to allow a spare hat to be used. A uniform note will be sent home.

In the case of behaviour breaches:

- Encouragement and praise of appropriate behaviour on the playground.
- Warning and Reminder of displayed rules and consequences.
- Teacher gives a consequence befitting the inappropriate behaviour – if the student needs time to calm down or the incident has the potential to escalate, then the duty teacher may give a 5 or 10 minute timeout in the undercover area. This is to be completed immediately with the duty teacher. Otherwise, a more suitable consequence may be cleaning up the mess made, apologising for the inappropriate action, removal from game etc. A Record of Disruption slip or Blue Slip may be filled out and sent to the Principal to assist in the tracking of undesirable behaviour.

In all cases the Playground Incident will be recorded by the teacher on SEQTA, and emailed through SEQTA to the Principal and relevant staff.

Assertive Discipline

Assertive Discipline strategies have been implemented throughout the school. Each year teachers will reach an agreement with their students regarding classroom rules and consequences of behaviour. These will be displayed in the classroom and parents will be informed of their implementation at the Information Session at the beginning of each school year.

Imposing Disciplinary Measures

Teachers will note CEO document on Pastoral Care gives directions regarding restriction of students and duly take care when imposing discipline measures on students. It is inappropriate to be alone with a student when disciplining or detaining them after class and is; therefore, wise to seek a witness to such an occasion.

Suspension and Expulsion

Will only be considered as a "last ditch measure" having exhausted all available avenues including external agencies this must be done in liaison with the Catholic Education Office.

Possible Consequences for Misbehaviour

It is the responsibility of the class teacher or the teacher on duty to deal with misbehaviour and to enforce the consequences.

Such consequences may be:

- Record of Disruption (yellow) slip
- Blue Slip (Parent contact)
- Warning
- Discussion
- Consequences/ Sanctions
- Loss of equipment
- Loss of privileges
- Reprimand
- Principal/teacher/ parent/ pupil interview
- Conflict Resolution- between children
- Individual Behaviour Management Plans

When misbehaviour is frequent and serious, teachers may refer the child to the Non-Government Psychology Services through the Principal. Referral forms are available from the Principal.

Yellow Slip

A yellow slip is given for disruptive behaviour. The student will get one warning before the yellow slip is issued. A record of yellow slips is recorded by each teacher and also forwarded to the principal. 3 yellow slips in a fortnight will result in a blue slip and a detention. Detention refers to the loss of lunch privileges with the student sitting in a supervised classroom area with a duty teacher. Teachers will stick the yellow slip into the student diary to ensure that parents are notified and will record and upload a copy of the yellow slip in SEQTA.

Blue Slip

A blue slip is given for a more serious breach of school rules, such as:

1. Vandalism of property or self
2. Walking out of school grounds or classrooms without permission or reason
3. Direct disobedience (refusing to do what a teacher asks)
4. Physical contact
5. Swearing
6. Stealing
7. Bullying

A blue slip results in an immediate detention on the day of issue. Parents will be notified of the lunchtime detention by phone or written communication. Detention refers to the loss of lunch privileges with the student sitting in a supervised classroom area with a duty teacher.

Detentions

Detention refers to the loss of lunch privileges with the student sitting in a supervised classroom area with a duty teacher. When a student incurs three detentions in a term a principal/parent/teacher/student meeting will take place to discuss the issues and to develop strategies to improve behaviour. Students who incur more than three detentions in a term will lose additional lunchtime privileges.