



# RIGHTS AND RESPONSIBILITIES 2012

<p style="text-align: center;"><b>STUDENTS HAVE A RIGHT TO:</b></p> <ul style="list-style-type: none"> <li>• <b>Interact with others in an atmosphere free from harassment and bullying.</b></li> <li>• Learn in a purposeful and supportive environment.</li> <li>• Work and play in a safe, secure, friendly and clean environment.</li> <li>• Respect, courtesy and honesty.</li> <li>• Equal treatment regardless of status, race, gender or physical ability.</li> </ul>	<p style="text-align: center;"><b>STUDENTS HAVE A RESPONSIBILITY TO:</b></p> <ul style="list-style-type: none"> <li>• <b>Ensure that their behaviour does not intimidate others.</b></li> <li>• Ensure that their behaviour is not disruptive to the learning of others.</li> <li>• Ensure that the learning environment is kept neat, tidy and safe.</li> <li>• Ensure that they are punctual, polite and prepared.</li> <li>• Behave in a way that protects the rights, safety and well-being of others.</li> </ul>
<p style="text-align: center;"><b>STAFF HAVE A RIGHT TO:</b></p> <ul style="list-style-type: none"> <li>• Respect, courtesy and honesty.</li> <li>• Teach in a safe, secure and clean environment.</li> <li>• Teach in a purposeful and non-disruptive environment.</li> <li>• Cooperation and support from parents in matters relating to their children's education.</li> </ul>	<p style="text-align: center;"><b>STAFF HAVE A RESPONSIBILITY TO:</b></p> <ul style="list-style-type: none"> <li>• <b>Be vigilant about bullying.</b></li> <li>• Make students and parents aware of these policies.</li> <li>• Model respectful, courteous and honest behaviour.</li> <li>• Ensure that the learning environment is kept neat, tidy and safe.</li> <li>• Establish positive relationships with students, staff and parents.</li> <li>• Ensure good organisation and planning.</li> <li>• Report students' progress to parents.</li> </ul>
<p style="text-align: center;"><b>PARENTS HAVE A RIGHT TO:</b></p> <ul style="list-style-type: none"> <li>• <b>Expect that bullying will be countered and dealt with.</b></li> <li>• Be informed of course and curriculum material, behaviour management procedures and decisions affecting their child's health and welfare.</li> <li>• Be informed of their child's progress.</li> <li>• Be heard in an appropriate forum on matters related to the rights of their child to an appropriate education.</li> <li>• Cooperation and support from teachers in matters relating to their child's education.</li> </ul>	<p style="text-align: center;"><b>PARENTS HAVE A RESPONSIBILITY TO:</b></p> <ul style="list-style-type: none"> <li>• <b>Inform the school about bullying when appropriate.</b></li> <li>• Ensure that their child attends school regularly and punctually.</li> <li>• Ensure that the physical and emotional condition of their child is appropriate for effective learning.</li> <li>• Ensure that their child is provided with the correct materials to make effective use of the learning environment</li> <li>• Support the school in providing an appropriate education for their children.</li> </ul>

## WHOLE SCHOOL POSITIVE INCENTIVES FOR STUDENT BEHAVIOUR MANAGEMENT

**The following are examples of activities and procedures used by the school to foster a positive whole school environment and an individual feeling of school pride. Promoting the positive aspect of student behaviour at every opportunity is paramount.**

1. Merit Awards at assemblies.
2. You Can Do It! Certificates.
3. Environmental Award. For cluster areas, presented at assemblies.
4. Golden Key Awards - monthly
5. Display of students' work at office and library or noted in Newsletter.
6. Peer selection of Year Five Student Councillors and student forum representatives.
7. Recognition of students' work and performance in the school newsletter.
8. Children encouraged to participate in community projects.
9. Students sent to Principal or Deputies with good examples of class work.
10. Participation in extra curricular activities.
11. Recognition of out of school achievements at Assemblies, e.g., Trophies, Selections for teams, Awards of Achievement, Scouts awards.
12. Use of school diary to notify parents of positive recognitions.
13. Raffle tickets and tokens to be given by duty teacher in playground.



# Managing Student Behaviour Policy 2012

## OVERVIEW OF MSB POLICY

<b>STAGE 1: POSITIVE ENVIRONMENT</b>	<ul style="list-style-type: none"> <li>○ Teachers establish a positive, inclusive, classroom environment.</li> <li>○ Rules, rewards and consequences clearly explained to children.</li> <li>○ Lots of positive feedback.</li> </ul>
<b>STAGE 2: DISRUPTION (Name on board)</b>	<ul style="list-style-type: none"> <li>○ Name recorded on blackboard.</li> <li>○ Rules briefly emphasised.</li> </ul>
<b>STAGE 3: TIME-OUT IN CLASS (X One Cross)</b>	<ul style="list-style-type: none"> <li>○ Second disruption – one cross.</li> <li>○ Child placed in class time-out area.</li> <li>○ Child completes classroom work in isolation.</li> <li>○ Child counselled by teacher.</li> <li>○ Inform parents eg note in diary.</li> </ul>
<b>STAGE 4: BUDDY CLASS (XX Two crosses)</b>	<ul style="list-style-type: none"> <li>○ Third disruption – two crosses</li> <li>○ Child chooses to escalate the behaviour.</li> <li>○ Child moved to buddy class.</li> <li>○ Child completes a buddy reflection sheet and letter.</li> <li>○ Child counselled by class teacher upon return.</li> <li>○ Reflection sheet is sent home, signed, returned and filed by class teacher.</li> <li>○ Three sheets in a term requires parent interview.</li> </ul>
<b>STAGE 5: ADMIN TIME (XXX Three crosses)</b>  <b>**SEVERE CLAUSE**</b>	<ul style="list-style-type: none"> <li>○ Fourth disruption – three crosses.</li> <li>○ Child sent to the office with Pink Slip.</li> <li>○ During Buddy class if student continues misbehaviour then Buddy class teacher seeks support of admin.</li> <li>○ If child goes to buddy class twice in 5 teaching days or 3 times in a term, teacher refers child to admin. Admin team to determine consequence.</li> <li>○ All students attending the office require an “office intervention slip”(Pink Slip) and a completed Classroom Behaviour Concern Notification. Admin will send home.</li> </ul>
<b>STAGE 6: IN-SCHOOL SUSPENSION</b>	<ul style="list-style-type: none"> <li>○ No contact with other students.</li> <li>○ Parent notified and interview requested.</li> <li>○ Student completes written contract for return to class.</li> </ul>
<b>STAGE 7: SUSPENSION</b>	<ul style="list-style-type: none"> <li>○ Child suspended from school.</li> </ul>
<b>STAGE 8: EXCLUSION</b>	<ul style="list-style-type: none"> <li>○ Child remains under suspension until Exclusion Panel meets to discuss problem</li> </ul>

