

Student Management Plan

School Rules

- **Care for and respect ourselves and others.**
- **Follow the teacher's instructions immediately.**
- **Keep hands, feet and objects to ourselves.**
- **Look after our property.**

Consequences

Teachers need to use their own discretion and use professional decisions as to whether steps need to be skipped.

In the classroom

Steps to be followed for students breaking the school rules.

1. Name recorded on board, in class behaviour book.
2. Dot next to name.
3. Two dots next to name and 10 minutes detention. Teacher giving the detention to put student's name in detention book and complete proformas to notify the Principal / Assist. Principal and parents.
4. Three dots next to name and 20 minutes detention. Teacher giving the detention to put the student's name in the detention book and complete proformas to notify the Principal / Assist. Principal and parents.
5. Send to Principal/Assistant Principal. Behaviour recorded in School Behaviour Discipline Book and letter sent home to parents and / or suspension (either in school or out of school).
6. Individual behaviour contracts may be introduced for children who consistently break school rules. This will be done in consultation with the Principal / Assistant Principal, class teacher and parent/s.

Yard duty and detention sessions are not to be used to discipline students who don't complete homework. This is the responsibility of the teacher concerned.

Teachers who assign students to yard duty or work inside at recess must supervise it themselves.

Where possible, consequences should be enforced on the day inappropriate behaviour occurs.

Exceptions to this will be:

- Detention
- Individual behaviour contract
- Exclusion from specific events
- Suspension

In the yard

Steps to be followed for students breaking the school rules in the yard.

1. Verbal warning.
2. Name in yard duty folder and time out.
3. Yellow card system. Child sent to office with yellow card and child removed from the yard for serious inappropriate behaviour.
If necessary, yellow card sent to office to obtain additional assistance.

Procedure

- All teachers need to follow the student management procedures so there is consistency throughout the school.
- Positive behaviour, rather than inappropriate behaviour is to be promoted.
- It is important that children are aware and regularly reminded of the school's discipline procedure (School Rules and Consequences).
- Classroom rules / consequences are to be exactly the same as the "School Rules and Consequences".
- Each classroom will be provided with a "Class Record of Behaviour" book.
- "Class Record of Behaviour" book is to be taken to specialist classes by a responsible monitor. Incidents that occur during specialist lessons must be entered into the behaviour book.
- The behaviour book will be used to record positive behaviour as well as recording and tracking inappropriate behaviour, which will be addressed immediately.
- "Yard Duty Behaviour" folder will be in place for recess and lunch breaks.
- Reinforce the message that inappropriate behaviour is not acceptable and that clear, consistent consequences will be enforced if school rules are broken.
- Detention will be supervised by the Principal / Assist. Principal.