

## **DISCIPLINE POLICY OVERVIEW**

No school can function successfully, harmoniously, and happily, without discipline and order. It is therefore expected that students at this school will demonstrate such deportment and behaviour as will enhance their own self esteem and uplift the school's standing in the community in which we live.

### **General Rules**

1. At all times students should speak with courtesy and consideration for others.
2. School uniform is compulsory and should be strictly adhered to at all times (in case of emergency, some other formal attire should be worn and a note explaining the reason should be sent). On Sports Days the school sports uniform may be worn. On some occasions students will be permitted to wear casual clothing. At such times the students' dress should be neat and tidy. The school reserves the right to ask students to change into more appropriate clothes if necessary. Students are permitted to wear cover-up raincoats or wind jackets in extreme weather conditions but these should be removed once in the classroom. Such clothing should conform to the uniform policy in design and colour.
3. The wearing of jewellery is restricted to a wrist watch and stud earrings (for those with pierced ears) for reasons of practicability and safety.
4. Obvious use of makeup and nail polish is not permitted, nor are elaborate hair styles. Hair should be neatly groomed, and kept off face. Long hair be tied back for health reasons.
5. Breakages and damage caused by irresponsible or malicious action will be charged to the person concerned.
6. While under school supervision students are not permitted to have articles which are not conducive to their school work - eg. magazines, comics, radios, shanghais, war toys, etc. Such articles may be confiscated.
7. Lost items, including money, should be handed to a teacher if found.

8. Students should not bring confectionery such as chewing or bubble gum to school to eat in or out of class.
9. Students should care for and respect all members of the school community. Teachers should be respected and their requests obeyed. Visitors to the school should be treated with courtesy. Behaviours such as swearing, teasing, tormenting and fighting are not acceptable at any time.
10. The use of the telephone by students is discouraged. Messages may be passed to students through a teacher but phone calls may only be made at the discretion of the teachers, secretary or principal.
11. Mobile phones can only be used in the school administrative office or under the instruction of the teacher for learning purposes.

### **Playground Rules**

1. Stones, sticks, dirt etc. must not be thrown.
2. War games of any kind must not be played.
3. Games involving grabbing, holding, handling of other people should not be played.
4. Assigned play areas must only be used by the specific group.
5. All students are expected to obey the directions of the duty teacher.
6. Children should care for and protect the school environment and place all litter in the bins provided.
7. When the bell rings students should move quickly to the appropriate places.

### **Classroom Rules**

1. Each class teacher will make specific lists of class rules which will apply for his/her class.
2. Students are expected to keep their desks, work areas, and bag storage areas clean and tidy.
3. Food should not be eaten in the classroom without teacher supervision.
4. Classrooms may only be used during lunch breaks if the class teacher is present.
5. Latecomers should avoid disrupting classes by entering quietly. Explanations should be made at the end of the class or at the teacher's request.
6. Students should maintain a positive attitude towards the spiritual activities of the school.

### **Bus Rules**

1. Students should obey the directions of the bus driver.
2. Parents of students who interfere with the rights and safety of others while travelling on buses will be contacted by the Principal.
3. Students should sit in allocated seats or as directed by the driver or duty teacher.
4. No part of the body should protrude from the bus (except when entering or alighting from the bus).
5. Nothing should be thrown from the bus.
6. Because there are no seat belts on the bus students should face the front at all times.
7. The noise level should be acceptable to the driver.
8. Bus drivers will report uncooperative students to the Principal.
9. If two complaints are received, parents will be contacted.

## CONSEQUENCES OF DISOBEDIENCE

Most misdemeanours will be handled by the class teacher or duty teacher, with consequences varying as per the Student Behaviour Plan. Serious or habitual misdemeanours will be documented and a sequence of consequences will be implemented following the Student Behaviour Plan.

## STUDENT BEHAVIOUR PLAN (Overview)

The Student Behaviour Plan encourages consistency when either rewarding or disciplining behaviour and provides strategies for the implementation of School discipline. There are five levels of behaviour within this plan:

### GREEN, YELLOW, ORANGE, RED and PURPLE

Every child begins each year (or when he/she enrolls at the school) on the **GREEN** level, which assumes that he/she exhibits good behaviour and is a cooperative student. The aim of this program is to have every child remaining on the **GREEN** level.

Children whose behaviour is causing concern will be placed on the **YELLOW** level, and will be helped to find strategies to improve in order to return to the **GREEN** level. This may occur after the child has received 3 detentions within 10 school days.

Students whose behaviour is consistently causing concern will be placed on the **ORANGE** level and will be helped to find strategies to improve and return to the **YELLOW & GREEN** levels. They may have received another 3 detentions within 10 school days.

It is anticipated that very few students will be placed at the **RED** level and even fewer at the **PURPLE** level.

Whenever a student moves between levels parents/guardians will be informed and in some cases an interview will be requested. Parent cooperation in reinforcing the school's Behaviour Plan is essential for its success.

We are looking forward to rewarding students with certificates for their cooperative behaviour. In doing so, we aim to encourage favourable attitudes towards fair play and learning.

### DETENTION

Should it be necessary, a student will serve a detention as a result of demonstrating behaviour worthy of this consequence. During this time the student will be asked to write/draw the three things they did to receive the detention. They will also be asked to write/draw ways they will try to fix the behaviour so they can return to a higher level. If they have hurt or upset another person they will be asked to write/draw a note of apology to that person. Once this is completed the student will be able to work on unfinished school work/homework or to read quietly.