

DISCIPLINE STATEMENT

We aim to: Create a positive environment where children respect the rights of other children to learn and the rights of the teachers to teach.

We also aim to:

- Practise positive interpersonal relationships
- Use a restorative approach to empower students to own and accept responsibility for their behaviour
- Establish clear guidelines that protect the rights of all individuals, where the procedures, consequences and rewards are clearly defined and known by the school community
- Practise cultural receptiveness which is key to creating a school with mutual respect and inclusion
- Maintain a partnership between teachers and parents in the behavior management of Como Primary School students
- Recognise that it is only through the united effort of the school and the home that high expectations for our students can be achieved

At Como, all students commence with & retain good standing while exhibiting our key values.

Loss of good standing occurs after a suspension or series of behaviours that are not aligned with our BMP. These behaviours include, but are not limited to:

- Starting a fight; making physical contact with the intention to harm another student or staff
- Videoing a fight in the grounds of the school or off site where there is reasonable nexus between the incident and the school, with the intention of publishing on social media

Students who breach the school student behaviour plan will have privileges removed such as being banned from school social activities. This will involve a discussion with the student and their parent/carer to highlight the issues that led to the loss of good standing.

CODE OF CONDUCT

Our Code of Conduct is based on our Virtues Program, highlighting: Respect, Kindness, Tolerance, Excellence & Creativity:

- We are punctual & ready to learn with a positive attitude
- We treat people the way we want them to treat us
- We actively listen when someone is speaking to us
- We follow staff members' instructions
- We use good manners & choose words like: 'excuse me', 'please' and 'thank you'
- We show kindness to others
- We allow others the right to learn
- We show empathy to others
- We wear our school uniform with pride
- We are considerate of others and their differences
- Value the interests, ability and culture of others
- Develop positive relationships with staff and peers
- We use technology safely and appropriately
- We complete tasks to the best of our ability and on time
- We take care of our own and other's property
- We negotiate and resolve conflict with empathy
- We are truthful about our actions
- We care for our school environment
- We set realistic goals, stay focused & strive to achieve them
- We play showing excellent sportsmanship

Roles and Responsibilities of Staff:

- Teach and model respectful, courteous and honest behaviour
- Ensure the school environment is kept neat, tidy and secure
- Establish positive relationships with students and parents
- Ensure good organisation, planning and reporting on student progress to parents
- Teach engaging lessons appropriate to the curriculum



Como Primary School
WHOLE SCHOOL
POSITIVE STUDENT BEHAVIOUR
Policy

Our school community believes that the students, staff and parents have a right to work together in a safe and caring environment, showing respect, cooperation and kindness towards others

PLAYGROUND PROCEDURES

“Code of Behaviour” regularly revised in class, at assemblies and monitored by duty teachers

CODE OF BEHAVIOUR

We avoid minor breaches by following these procedures:

- Outside we always wear a wide brimmed hat or- no play
- Walk on hard surfaces around the school
- Keep our grounds and school buildings neat and tidy
- Sit in designated areas to eat. At lunch we eat politely and wait until you are dismissed at 12:30pm to play
- Return to class on time
- Show sportsmanship and respect when playing in the correct areas
- Care for our environment
- For safety reasons, we walk bikes and scooters in school grounds

We avoid major breaches by following these procedures:

- We do not tolerate fighting, bullying, swearing or teasing
- We respect school or others’ property
- We use toilets properly and practise good hygiene
- Only enter classroom when a teacher is present
- We are careful and avoid throwing objects in a situation that may injure others
- We stay inside the school grounds during the day, unless on an excursion
- Mobile phones and iWatches are handed to the classroom teacher at the start of the school day. We don’t use them at school

TEACHER ACTION

Appropriate Behaviour

- Recognise and reward appropriate behaviour with positive comments and immediate action. Children may be issued with a House Point Card if displaying a virtue particularly well

Inappropriate Behaviour

- **Level One:** Immediate verbal correction, student stopped and reminded of rule. Encouragement is generally the most suitable action
- **Level Two:** Breach of Code of Behaviour, student asked to sit for 2 minutes, reminded of rule. Note in Duty File
- **Level Three:** After 3 minor breaches of the “Code of Behaviour” or one major breach of the “Code of Behaviour” the student will be given an Orange Form and sent to the black bench. The student will give the form to a Deputy Principal, parents will be contacted and a suitable detention will be arranged during which students will complete a written reflection form. Recorded on SIS Behaviour

CLASSROOM PROCEDURES

School Rules, Class Rules & our School Commitments will be clearly displayed in every room. Consistent and achievable standards will be set in line with our motto “Only Our Best”. A positive working environment will be evident. Student names are on display only for showing positive behaviour.

Appropriate Behaviour

- Recognise and reward appropriate behaviour with positive comment and action
- Individual class incentives
- Whole school incentives —Honour Awards, House Points
- Only Our Best Award, Virtues Award, Citizenship Awards

Inappropriate Behaviour

- **Level One—Warning**
Intervention without halting the flow of the lesson
Praise of children in close proximity
Refer to displayed rules
Verbal warning stating problem and required behaviour
- **Level Two**
Each coloured form indicates more time for reflection/withdrawal. No more than 3 of the same coloured form to be given in a year (progressive system)
Withdrawal in own class. Students complete **White** Reflection sheet
Withdrawal to Buddy classroom **Green** Reflection sheet and parents contacted. Record on SIS Behaviour
- **Level Three**
If behaviour remains unchanged after 3 **White** and 3 **Green** forms. In the event of gross insolence
In the event of willful disobedience
If behaviour threatens safety or property
- *Out of class sanctions include:*
Withdrawal in Buddy Classroom - **Yellow** Form
Withdrawal in Admin Area - **Blue** Form
Suspension actioned by Principal or Deputy Principal
NB Non form room staff are to use an **orange** slip to communicate misbehavior to class teacher/Admin who will then action it

ADMINISTRATION OF LEVEL 3 SANCTIONS

CHILDREN SENT TO THE DEPUTY PRINCIPAL

- Class teacher sends **Red** Admin Help card for out of class sanctions
- Duty Teachers issue an Orange slip and call for Admin

ADMINISTRATIVE PROCEDURE

- Investigate the incident/s for which the child has been sent to the deputy principal
- Counsel the child, reiterate the inappropriate behaviour and explain the consequences
- A record of the incident and action taken to be placed in Student Information System
- Contact the parent/s of the child and children involved to discuss the inappropriate behaviour

DEALING WITH BULLIES

Bullying is any repeated willful, conscious behaviour intended to hurt another person, either physically or emotionally.

BULLYING WILL NOT BE TOLERATED

It is everyone’s responsibility to prevent it happening. The school has programs established to promote a caring and supportive environment. These educative and positive programs should ensure that bullying and violence are minimised. However, in the event that bullying occurs the school will react firmly and promptly.

Through the Health and Pastoral Care Programs:

Children will all know:

- Bullying is not “OK”. It is about power over others
- Bullies come in many forms (alone or in groups)
- We can all potentially be bullies or bystanders in given situations
- Do not ignore bullying - support the victim, seek help
- If you are being bullied tell someone- a trusted adult at school
- REMEMBER: We all fall out with our friends. One quarrel is not bullying
- No one has to put up with persistent unkindness- which is bullying
- The school will counsel bullies to establish WHY? Monitor the situation by regular check-ins to ensure it has stopped

ALL INCIDENTS of bullying should be reported to the school

ACTION ON BULLYING

- All incidents of bullying will be investigated
- Contact the parent/s of all parties to discuss the bullying situation
- A discussion with the bully/s and the victim/s present will be the initial approach to dealing with the issue. NO BLAME APPROACH. If the bullying continues, the bully/s will be subjected to sanctions deemed appropriate to the action

ADMINISTRATION OF SANCTIONS

- **Negative Sanctions**
Deprivation of privileges
Black bench at recess/ lunch time
Withdrawal to buddy classroom or admin area
Suspension
For behaviour deemed by the Principal or a Deputy Principal to be severely inappropriate, the child will be sanctioned in a manner appropriate to the behaviour

