



Procedure

Behaviour Management of Students

Rationale

This procedure covers behaviour management **for the whole school**. In addition to this, more specific information is provided in a supplementary policy for the K – 2 years groups.

Members of St Andrew's Catholic Primary School strive to create an inclusive Christian community where the message, practice and values of Jesus Christ, as proclaimed in the Gospels, are given practical expression.

Our procedure outlines the rights and responsibilities of all students based on respect for self and others. Children need to respect the rights of others and realise that as individuals they are responsible for their actions. All students have the right to learn and develop in a safe environment. This is a responsibility shared by all staff and students. Positive behaviours are affirmed and acknowledged through general teaching practice, an award system and public acknowledgement.

Principles

At St Andrew's we aim to:

- Develop an environment that demonstrates respect for self, respect for others, respect for the environment and concern for others.
- Provide appropriate role models to our students through the actions of our teachers. Consistency is essential.
- Develop respect and trust as these are vital to relationships between staff and students.
- Promote a curriculum that provides the students with appropriate *Conflict Resolution* strategies. Through Religious Education and other learning areas the children are exposed to a variety of decision-making skills and strategies.
- To work with students to help them solve problems.
- Reward and encourage children for the effort they are making in the following areas: academic, sporting, social or behaviour.
- Raising the awareness that every individual is responsible for his/her own actions and choices.
- Recognising that inappropriate behaviour results in certain consequences.

Expectations

At St Andrew's the strategies used to address behaviour management involve collaboration between staff, students and parents.

Staff at St Andrew's are expected to:

- Teach and reinforce appropriate school behaviour, including manners.
- Reward positive behaviour.
- Supervise students actively and consistently.
- Monitor class and playground behaviour.
- Reinforce the consequences of inappropriate behaviour.
- Maintain communication links between school and home.

Students at St Andrew's are expected to:

- Know, observe and adhere to the school rules.
- Respect teachers, other adults and other students.
- Take responsibility for their actions and accept the consequences for inappropriate behaviour.
- Be courteous, well mannered and positive with others in the school environment.

Parents at St Andrew's are expected to:

- Know and support the school rules at home.
- Be familiar with class and whole school positive reinforcement strategies.
- Be aware of consequences for their children if school rules are broken and support the staff in the implementation of this policy.

Implementation

It is recognised that teachers will implement their own behaviour management strategies in their classroom which reflect their own teaching style. The students are encouraged to work with the teacher in creating and monitoring the classroom environment.

Behaviour management strategies are also tailored for individual children. However, some school procedures are followed to ensure that the rights and responsibilities of all students are addressed consistently and fairly. Any class behaviour management plan must:

- emphasise the positive behaviour and rewards;
- include consequences; these are reasonable, related, respectful and reliably reinforced;
- be known and clearly understood by all students;
- be written and made known to others working with the students;
- explained to parents at the Parent Information meeting at the beginning of the school year;
- be monitored by the teacher throughout the year; and
- be part of the whole school behaviour management plan, i.e., slips used to allow tracking of total student behaviour;
- Lunchtime detention or time out may also be implemented in the behaviour management plan.

It is sometimes necessary to have an individual *Behaviour Management* plan for a student. This may involve a member of the School Leadership Team and sometimes parents. This should always be documented as an *Individual Behavioural Management Plan* and a copy provided for those involved. Monitoring is essential. A copy should be placed in the student's office file. Finally, in discussion with parents, the School Psychologist may be involved, or an appropriate outside agency's contact details provided.

Specialist teachers and part time teachers are responsible for the discipline of students in their lessons. It is essential to liaise with the class teachers re difficulties with some students so there is consistency.

General School Rules

Rules should always be stated in positive language.

Classroom Rules

RULE	EXAMPLE OF HOW TO FOLLOW EACH RULE
1. Let others learn.	<ul style="list-style-type: none"> • Remaining quiet during working time. • Putting up your hand. • Speak nicely to others. • Do not distract others whilst they are learning. • Treat others how you would like to be treated.
2. The teacher has the right to teach	<ul style="list-style-type: none"> • Listen to the teacher and follow directions. • Use your manners when enquiring. • Treat all staff members with respect.
3. Walk inside	<ul style="list-style-type: none"> • Move carefully around the classroom. • No sporting equipment is to be used inside.
4. Respect your own and others property.	<ul style="list-style-type: none"> • Keep your belongings, including your chair and desk tidy and clean. • Look after your equipment as well as the schools. • Do not vandalise yours or others property. • Also ask before borrowing and return borrowed items when finished.
5. Keep your hands, feet and objects to your self.	<ul style="list-style-type: none"> • No physical bullying - do not hit, touch, or kick others. • Always pass objects safely around the classroom. • Use items in the way they are intended to be used.

Playground Rules

RULE	EXAMPLE OF HOW TO FOLLOW EACH RULE
1. Respect for self and others	<ul style="list-style-type: none"> • Always wear your school hat when outside • Speak nicely to others/use your manners • Listen to the teacher on duty and follow his /her instructions • Wear your correct uniform with pride • Speak truthfully about others
2. Include all students	<ul style="list-style-type: none"> • Let all children join in the games • Use welcoming language. • Be a WEST person. (MJR)
3. Respect the school environment.	<ul style="list-style-type: none"> • Always eat and play in the correct area. • Put your rubbish in the bin.

	<ul style="list-style-type: none"> • Balls and skipping ropes are used on the hard courts or oval, not in the undercover area. • Keep away from out of bound areas. • Walk on the paths. • Play in the correct designated areas, not the toilets.
4. Share and use equipment appropriately.	<ul style="list-style-type: none"> • Take turns on the equipment. • Use the equipment safely. • Walk bicycles, scooters in and out of the school.
5. Keep hands, feet and other objects to yourself.	<ul style="list-style-type: none"> • Consider the safety of yourself and others when playing. • Fighting and rough play is not allowed. • Don't through items or objects.

Positive Reinforcement used at St Andrew's

Student behaviour is the responsibility of all teachers.

Teachers earn student respect by consistent and just dealings with all students.

There are several positive incentives put in place at St Andrew's to help promote positive behaviour and to thank and reward students who behave appropriately in the classroom and playground. Listed below are examples of only a few of some of the incentives used within the school.

Classroom

- Encouragement and praise – this is a major form of positive reinforcement.
- Positive reward system – this may include setting class or personal goals, or students earning individual or groups points with class negotiation of positive rewards. I.e. Stickers, free time, etc.
- Merit Awards and MJR awards – given out at assemblies.
- Class-room DOJO – years 4 – 6.

Playground

- **Years 3 – 6:** Teachers should be on the lookout for opportunities to give 'Making Jesus Real' awards. They can be given out in MJR assemblies.
- **Good behaviour can also be rewarded in the Principal's 'Happy Interview' times.**

These are an example of behaviours that will be reinforced:

- friendliness to others outside while eating or playing;
- assisting to keep the eating areas clean and tidy;
- playing well in games;
- showing respect to others, property and the environment; and
- finishing games or play promptly when the siren sounds.

Classroom Behaviour Management

At St Andrew's we believe teachers can only provide a good education in an environment where the staff implement the behaviour management policy consistently.

- Positive reinforcement is essential.

- Be consistent and follow through.

Playground Behaviour Management

Students will be continually reminded by their class teachers and at assemblies about the rules they must follow when playing in the playground. Rewards and consequences are also outlined to the children. All staff are also responsible for ensuring a safe and happy playground environment by making sure they are on duty on time and actively circulating their duty area. All staff are also required to contribute to the implementation of the behaviour management policy. Playground rules will be displayed in the undercover area, as well as on windows within the school.

In case of behaviour breaches the steps are as follows:

- Teacher deals with incident.
- White slip issued if necessary (issued Year 3 – 6).
- Send to office if necessary and involve leadership team.

Examples of typical misbehaviour are:

- Swearing or unacceptable language to staff or students;
- Causing harm to others intentionally (e.g., fighting) or through rough/dangerous play (including tearing clothing);
- Teasing/taunting/ bullying – this includes physical and verbal.
- Answering back to staff members;
- Being out of bounds i.e., being elsewhere except in their classroom after 8.30 am, outside designated play areas, including being in classrooms and storerooms without supervision, sitting in incorrect eating area i.e., not in class designated area;
- Disrespect for property; and
- Ongoing running on verandahs & pathways (a safety issue).

The parent/s will always be notified of white slip incidences. Appropriate financial reimbursement will be discussed with the parents when damage to property or another student's belongings has occurred. The Principal /Leadership Team may also seek advice from the appropriate Section at the Catholic Education Office if they deem it necessary.