



North Adelaide Primary School Discipline Policy

Behaviour Code

This code aims to support students to develop behaviours and attitudes which will ensure that our school is a:

*Safe, friendly, supportive learning environment,
free from harassment and bullying.*

Principles:

This Behaviour Policy is based on the skills and attributes valued in our students and developed in association with the current Department for Education and legal policy associated with the rights of students. This Policy promotes and supports:

- Provision of opportunities and support for students to experience success.
- Students being equipped with the social skills and mindset to think positively and make proactive choices.
- Students accepting responsibility for their behaviour choices.
- Collaboration between staff, parents and students to create a safe, caring, orderly, and productive learning environment, supporting the rights of all students to learn and all teachers to teach.
- The management of student behaviour in partnership with students and their families.

Student Responsibilities:

Students are responsible for their behaviour both inside & outside of the classroom and can make choices. All behaviour choices have consequences. Students are encouraged to play safely, resolve problems peacefully, respect others, treat property respectfully and follow teacher instructions.

At North Adelaide Primary School, we discuss “A” and “B” behaviour choices with students. We follow Classroom Rules/Codes of Conduct. Students are encouraged to make appropriate behaviour choices which are congruent with our School Values. In doing so, students demonstrate:

Kindness – The quality of being friendly, generous & considerate towards others.

Excellence – The capacity for students to strive towards being the best version of themselves, in behaviour choices, work habits & productivity.

Resilience – The capacity to bounce back from adversity, to see mistakes as an integral & valuable part of the learning journey.

Respect – Being polite & using manners, accepting others by what they say and do. Harassment & bullying are not tolerated in an inclusive, respectful environment.

Grievance Procedures:

All students are taught Grievance Procedures, and these are reinforced by classroom and duty teachers.

Step 1: Give the person an “I” statement and move away (this will depend on level of comfortability/age/relationship/number of students) eg: “I feel very sad when I am called names because it hurts my feelings. I like playing with people who use kind words.”

Step 2: Ask a Break Time Buddy (senior student) for help.

Step 3: Where the behaviour is persistent and ongoing, tell the duty teacher, or class teacher if the bell has rung.

Step 4: Report to Principal or Deputy Principal.

All students are actively taught strategies for dealing with conflict. Students are encouraged to identify choices and options available to them.

Leadership Responsibilities:

At North Adelaide Primary School, Leadership staff will:

- Ensure that staff and community members have access to, and are familiar with the North Adelaide Primary School Behaviour Policy.
- Oversee the delivery of effective behaviour management practices in classrooms and in the yard.
- Support teachers when students are removed from the classroom or playground, due to their behaviour choices.
- Counsel & provide supervision for these students, & inform parents as appropriate.
- Be informed about discussions in relation to student behaviour between parents/caregivers & staff, and become involved as appropriate.
- Keep informed, and update staff members & parents/caregivers of any and all Department for Education directives in relation to school discipline.
- Ensure that Student Behaviour Plans, records of discussions and correspondence are kept in a secure location.

Teaching Staff Responsibilities:

At North Adelaide Primary School, teachers will:

- Ensure that students are familiar with the North Adelaide Primary School rules and guidelines in relation to yard behaviour and cyber-safety.
- Build positive relationships with students & families.
- Apply clear consequences for students choosing to make “B” behaviour choices (not following the Code of Conduct, class rules or Yard Behaviour Guidelines).
- Act in a manner which is both consistent & fair.
- Monitor students’ behaviour so that it does not result in conflict or injury.
- Be proactive & mobile when on yard duty.
- Where appropriate, work restoratively with students in order to repair relationships: What happened? Who has been affected? How can you make things right?
- Keep a record of student behaviour.
- Ensure effective communication with families and leadership.

Parent/ Caregiver Responsibilities:

At North Adelaide Primary School, parents and caregivers are encouraged to:

- Develop & maintain contact with the school regarding their child/ren's wellbeing.
- Make appointments to speak with staff.
- Interact with staff in a respectful manner.
- Notify staff of any behaviour incidents observed at school.
- Refer to & follow the school's guidelines for dealing with issues/ grievances should there be an issue.
- Ensure that their children arrive at school regularly, punctually (between 8:30 and 8:45am) & leave the grounds by 3:20pm (unless attending OSHC).
- Promptly inform the school of every absence.
- Ensure that their child wears appropriate school uniform.

Yard Play

General Expectations for Keeping Safe:

- Supervision of students in the yard begins at 8:30am. Any students arriving at school prior to this time should be enrolled in OSHC. Before school, students need to remain in the courtyard until the yard duty teacher arrives. Parents of students who consistently arrive at school prior to 8:30am will be contacted & reminded of appropriate times for drop-off/ school arrival.
- In order to ensure a safe environment for those arriving at school, there are no ball games (except handball) in the yard before school.
- If a student behaves inappropriately in the yard, the duty teacher may counsel the student, sit the student out, ask the student to complete community service, or issue a Green Slip.
- Students issued with a Green Slip sit out under the supervision of the duty teacher in the gym and miss a lunch play.
- Parents/ caregivers are asked to sign the Green slips, which the student must return to the duty teacher or office the following day.
- If a student engages in consistent bullying activity in the yard, the school will act to ensure the safety of others by using a range of measures. Parents will be notified. Measures may include: restricted yard play, internal or external suspension.

Classroom Rules and Management:

Rules/Codes of Conduct are negotiated by teachers and their students at the start of each year, and should protect the rights of both teachers and students. Students are actively encouraged to participate in decision-making processes. Through meetings and class activities students will engage in and be supported to further develop their skills of social interaction and conflict resolution, including the use of restorative practices. Teachers will model, acknowledge and nurture responsible behaviour choices made by students.

Anti-harassment and grievance procedures will be taught across all R-7 classes.

Teachers will develop a series of classroom consequences, using time out from classroom activities as the response to repeated or high level inappropriate behaviours.

Consequences may vary from room to room, but will include Time Out from class, time in a Buddy Class, and Office Time Out as a response to persistent or severely disruptive behaviour.

Parents will be notified if their child has been removed from class activities due to poor behaviour choices.

Office Time Out Support

Students will be sent to Office Time Out when they:

- Continually break class rules/ interrupt the teaching and learning process.
- Disrupt the class when in Time Out or Buddy Class.
- Behave in a way which is violent or insolent towards others.

Teachers are required to send the child to the Front Office accompanied by a peer, after completing a green Behaviour Record Slip with relevant information. If required, senior staff may be contacted to collect a student from the classroom.

The student will be counselled and required to reflect on the implications of his/her behaviour choices, and how restorative justice may be served. Parents will be notified via a phone call from senior staff and/or the Green Slip, which must be signed and returned to senior staff.

A (yellow) copy of the Green Slip is sent to the front office, and recorded on the EDSAS database (Education Department Student Administration System).

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Take Home/ Suspension:

Students will be given Take Home/ Suspension for violent behaviour endangering others, or behaviour which demonstrates extreme disrespect. Other incidents could include refusing to report to Office Time Out, disruptive behaviour while in Time Out, or for being sent to Office Time Out on several occasions. If Take Home is implemented, parents/ caregivers are contacted and required to collect their child, taking him/her home for the remainder of the day. This is recorded on the EDSAS database.

If Suspension is implemented, it may be for up to 5 days. Official documentation is completed and copies kept in the student's file and a Suspension Data folder in the front office. A re-entry meeting between parents, student and senior staff is required prior to a student returning to the classroom. The organisation and management of suspension is the responsibility of senior staff. Data is entered onto the EDSAS database.

Exclusion:

If a child's behaviour is not acceptable and cannot be managed within the school community without interfering with the rights of others, he/she may be excluded from school for up to 10 weeks. This decision will require the child to be placed in an alternative educational setting for the period of exclusion. This is negotiated between the principal and interagency referral manager. Parents are actively involved in the process.

Policy Effectiveness:

In order for the Student Behaviour Policy to be effective, all members of the school community must be informed and understand the requirements, rules and consequences. All staff are responsible for ensuring information about the management of students' behaviour is given to students and parents. Senior staff are responsible for specific induction of staff, families and students new to the school. This policy is made available to all members of the school community.

Positive relationships, agreed understandings and expectations, and effective management of behaviour provide the basis for safe, secure, effective learning and teaching environments.