THE FAIR DISCIPLINE CODE LEVELS

LEVEL ONE

For those children who repeatedly misbehave and who, in spite of counselling and planning, are unwilling to choose correct behaviours.

Procedures

1. Students are directed to the Planning Room for classroom or playground misbehaviours.

2. Student’s attendance is recorded in a book. The misbehaviour is noted on individual cards and computer records - students write and discuss their plans. Once plans are completed to the satisfaction of the planning room teacher, students return to the playground. [For a detailed explanation of the operation of the Planning Room please see “Planning Room Policy” below].

3. If students visit the Planning Room on three occasions [less if incidents are severe] a behaviour letter is sent to advise parents.

4. Students may be withdrawn from the playground on short-term withdrawal if there are three visits following a behaviour letter. The planning room teacher completes a green, Short-term Withdrawal form playground note, and this is forwarded to parents. Parents are requested to attend an interview to discuss the current behaviour issues with the Planning Room teacher if necessary.

As a consequence students then spend 5 days off the playground during recess and lunch. The principal or Planning Room teacher may reduce the length of time spend on withdrawal if there have been extended delays in finishing plans. As a planning room session is of 30 minutes duration students may be credited 30 minutes for each day spent in the Planning Room. Students are not given credit if the delays are due to uncooperative behaviour or non-attendance.

5. If students continue with misbehaviour further short-term withdrawal will occur and may lead to students being excluded from:

- In school sporting activities,
- School excursions and
- Special events.

Where behaviour is unacceptable while representing the school the student will be excluded from that sport for the rest of the year.

Attendance at excursions and other representative events needs to be assessed and judged on teacher/committee’s knowledge of responsibility and ongoing behaviour of the student. Such attendance may depend on a parent’s availability to supervise their child at a specified event where the child is representing the school.
6. Failure to comply with school rules and following further recommendations by Welfare Committee, Principal, classroom teacher and parents may lead to level two.

**Important Note**

Once students receive a withdrawal from playground note parents are informed and invited to attend an interview to discuss the student's behaviour. Further actions resulting in exclusion from special events etc [see point 6] will lead to parent notification.

At any point in the process a School Counsellor may be informed and this may lead to Itinerant Support Teacher Behaviour (ISTB) involvement.
LEVEL TWO

SUSPENSION

For those students who are unable to comply with the guidelines in level one the consequences are - suspension and exclusion from school.

Examples of Student Behaviour

1. A student who is extremely insolent, persistently disobedient, disruptive or continually harasses other students or staff may be suspended from school.

2. Violent behaviour will be dealt with swiftly, and will result in immediate suspension.

3. Illegal drugs, alcohol and tobacco are prohibited. Possession of any of these substances will result in immediate suspension.

4. A student will be suspended immediately if found to be in possession of weapons, which can include but are not limited to the items listed below:
   - firearms of any kind
   - any imitation or replica of any firearm
   - knives
   - hunting slings, catapults or slingshots
   - knuckle-dusters
   - studded gloves or sap gloves
   - blow guns or any other similar device capable of projecting a dart
   - whips of any kind
   - kung fu sticks or nunchaku
   - batons of any type
   - spear-guns
   - mace
   - any defence or anti-personnel sprays that are capable of discharging irritants in liquid, gas or powder form.

N.B. The principal may use discretion in allowing some of the items onto school premises if satisfied they are solely for benign purposes.

Procedure

1. Principal informs parents and District Superintendent.

2. Period of suspension and return to school negotiated.

3. Details recorded.

4. Pupil returns to CT/RT planning.
LEVEL THREE

EXPULSION
(See Department Of School Education Guidelines)

NB Where categories of behaviour involve offensive behaviour or dangerous behaviour children will be suspended from class and playground activities pending an interview with parents and counsellor, or police intervention, if required.

ASSAULT AND THREAT OF ASSAULT BY STUDENTS

- Where a student is exhibiting criminal or incipiently criminal behaviour an alternative and specialist school setting will be recommended.

- Intervention programs and monitoring for each student who is violent or is exhibiting severe behaviour problems will be implemented as necessary.

- Students whose behaviour is intolerable will be suspended, excluded or recommended for expulsion.

- Apprehended Violence Orders AVO will be taken out against any individuals, including students who threaten staff or students in the workplace.

- Where necessary, students will be removed from the school to a more appropriate educational setting where the student cannot be a threat to other students and staff.
PLANNING ROOM PRACTICES

The Planning Room is one of the key elements in the discipline policy of our school. It is a place children have to attend when they have made poor behaviour choices. They are usually sent by a teacher for mostly playground incidents.

The time children spend in the Planning Room varies. Each child must complete a plan and discuss the plan with the Planning Room teachers. Sometimes this may be completed within the day, on other occasions more time is required. At the beginning of each session children’s reasons for attendance are assessed and dealt with in priority order.

The Planning Room procedures reinforce the idea that children are responsible for their behaviour. They choose how they behave. Most children can distinguish between acceptable and unacceptable behaviour.

The Planning Room is not a detention area, it is a supportive environment where children plan to make better, more appropriate behaviour choices.

After three visits (variable) to the Planning Room, parents are informed (letter) of the reasons their child has been sent. A tear off section must be signed and returned to the Planning Room teachers before the child can go back to the playground.

All visits to the Planning Room are recorded in a book and on a card. The cards, and plans are filed.

As well as being sent to the Planning Room by a teacher, children who are experiencing some trouble can request an interview with the Planning Room teachers in an attempt to solve their problem.
SCHOOL RULES

SCHOOL RULE 1

BEHAVE IN A SAFE WAY

Children’s Role

* Play Safely
* Avoid danger for yourself and others
  - avoid fighting
  - use equipment properly
  - avoid throwing things
* Be a good sport
* Walk around corners of buildings and on the asphalt
* Walk don’t run
* Care for school property - put away equipment

SCHOOL RULE 2

PLAY AND STAY IN THE RIGHT AREA

Children’s Role

* Know the in/out of bounds areas
* Ask if you are not sure
* Always check if you are in bounds
  - in the playground
  - in the classroom
  - office area
  - at the Library
  - at the oval
* Do you have permission to leave an area?
* Climbing Equipment - Find out, if it is your turn?

Toilet Rules

* Talk about class rules
* Wash hands after going to the toilet
* Always ask permission to leave the oval and report back
SCHOOL RULE 3

RESPECT TEACHERS & VISITORS TO THE SCHOOL

**Children’s Role**

* You have a right to be assertive, but no right to be aggressive
* Display friendliness and good manners
  - Show courtesy to anyone placed in charge
  - class teacher
  - scripture teachers
  - assembly teacher
  - casual teacher
* Be quiet and listen when others are speaking
* Avoid disrupting others

Remember you may choose to waste my own time but you have no right to waste the time of others.

SCHOOL RULE 4

RESPECT & CARE FOR OTHER CHILDREN

**Be concerned for others**

**Children’s Role**

* Allow children to play their games without interference
* Share equipment/toys
* Respect and care for other children’s property
  - avoid stealing
  - avoid breaking property
* Be kind and friendly - gangs, teasing, swearing, taunting
  - fighting, interfering are not kind and friendly
SCHOOL RULE 5

WHEN THE BELL RINGS I ASSEMBLE PROMPTLY
IN THE PROPER AREAS

Children’s Role
* Go to morning assembly promptly and line up quietly

Recess and Lunch
* Go to the toilet and wash hands eating and before returning to class
* Return to the outside door of the classroom and wait
* Move quickly and quietly to special lessons such as choir, sport, scripture

Bus Lines
* Walk to bus lines and sit wait for teacher instructions

Teachers’ Role
* Be punctual at bell times
* All teachers to attend assembly
* Teachers expect appropriate behaviour
* Remind children of expectations
**BUS BEHAVIOUR CODE**

1. Students will behave in a way that will bring credit to their school and families.

2. Students will wait for and board the bus in a safe and orderly manner.

3. Students will show bus passes to the driver or pay appropriate fares.

4. Students will obey the driver’s instructions.

5. Students will be courteous to the bus driver who will respond in a similar way.

6. Students will sit in their seats for the duration of the journey and allow no part of their bodies to protrude from the bus. If there are no seats and the student has to stand, he/she should do so in a safe and proper manner.

7. Students will not stand or sit near the front windscreen or on the stairs.

8. Students will place bags under seats or in luggage racks.

9. Students will not damage the bus or its furnishings in any way.

10. Students will not throw away any object either inside or out of the bus.

11. Students will respect the person and property of other passengers.

12. Students will alight from the bus in a safe and orderly manner.

13. Students will wait on the kerb until the bus has gone and cross the road safely.

**WAIT WATCH WALK**

14. Students will not swear or scream out to children - they will try to speak in a quiet voice.

Travellers who do not adhere to the Code of Behaviour will:

1. Be given a warning that any further report will lead to withdrawal of the Principal with a letter sent to parents informing them of the situation.

2. After the first warning, have their bus pass withdrawn for a period of time to be determined by the Principal and the bus company.

If the initial breach is of a serious nature the bus pass may be withdrawn immediately.
RESPECT FOR EACH OTHER

The teachers, parents and children at Tuncurry Public School believe that every child has the right to feel safe and protected from any form of physical, verbal, emotional or sexual abuse, sexist comments or threat.

This is particularly relevant to our students during class lessons times, moving to and from class, play times, before school, recess, lunch time, bus lines, to and from school either walking or by bus or at the bus stop.

Our RESPECT FOR EACH OTHER POLICY relates to actions without mutual consent between parties:

VERBAL ABUSE AND HARASSMENT:
- Verbal harassment and threats
- Name calling
- Teasing
- Stand-over tactics by older or dominant children
- Swearing at others or use of offensive language at school and / or travelling to and from school.

PHYSICAL ABUSE:
- Punching, kicking, pushing, tugging, grabbing,
- Wrestling, barging, pinching, biting, spitting etc.

RESPECTING PROPERTY:
Touching or interfering with others property without permission in the playground, outside classrooms and in classrooms fits into this category.

SHOWING COURTESY TO OTHERS:
Tuncurry School encourages and expects all staff and parents to discuss and promote this policy with children in class and at home. It is a shared responsibility and relies on personal commitment. Courteous behaviour between each other at all times will be beneficial and rewarding for every citizen of this school and its community.