West Pennant Hills Public School

Discipline Policy

Contents

Statement of Purpose

Discipline Code for NSW Schools

West Pennant Hills Discipline Code (School Rules)

Responsibilities of staff, students and parents

Strategies and Practices to promote positive behaviour

Strategies and Practices to recognise and reinforce student achievement

Strategies and Practices to manage inappropriate behaviour

Appendices

LIST OF APPENDICES: SCHOOL DISCIPLINE POLICY

Appendix 1  School Behaviour Code Poster
Appendix 2  Statement of Facts Sheet
Appendix 3  Student Welfare Incident Slip
Appendix 4a  Reflection Sheet K-Yr1
Appendix 4b  Reflection Sheet Yr2-6
Appendix 5  Sentral Welfare Instruction Sheet
Appendix 6  Possible Consequences for Inappropriate Classroom Behaviour
Appendix 7  Possible Consequences for Inappropriate Playground Behaviour
Appendix 8  Mini Merit Scheme
Appendix 9  Flow Chart of Intervention Procedures
Statement of Purpose

WPHPS’ Discipline Policy has been established because of the beliefs we hold. These beliefs include the importance of respect for self and others’ responsibilities, for one’s own behaviour and learning and the value of each individual. These beliefs give a focus and direction to the management and discipline practice.

This policy is consistent with legal and departmental requirements and is based on principles of procedural fairness and developed within the framework of student welfare. The discipline policy identifies core rules, values and practices that support quality teaching and learning. The policy sets clear limits, recognises and promotes positive behaviour as well as applying consequences for inappropriate behaviour.

The School Discipline Policy consists of

- Strategies and practices to promote positive behaviour
- Strategies and practices to recognise and reinforce student achievement
- Strategies and practices to manage inappropriate behaviour and
- Defines the rights and responsibilities of staff, students and parents so that the whole school community is able to cooperate and support the policy guidelines.

The Discipline Policy is available to the school community via the website.
The Discipline Code

Students in NSW government schools are provided with a quality education so that they may learn to the best of their ability and become self-disciplined, tolerant, enterprising and contributing members of the school community. Core rules for student behaviour have been developed to establish consistent expectations in all government schools in support of these aims.

WPHPS reflects the Department of Education and Community Core Rules for Student Discipline in NSW Schools.

All students in NSW Government schools are expected to:

- Attend every school day, unless they are legally excused, and be in class on time and prepared to learn.
- Maintain a neat appearance, including adhering to the requirements of the school’s uniform or dress code policy.
- Behave safely, considerately and responsibly, including when travelling to and from school.
- Show respect at all times for teachers, other school staff and helpers, including following class rules, speaking courteously and cooperating with instructions and learning activities.
- Treat one another with dignity and respect.
- Care for property belonging to themselves, the school and others.

Behaviour that infringes on the safety of others, such as harassment, bullying and illegal or anti-social behaviour of any kind will not be tolerated.
For The School

At the beginning of the each school year and regularly throughout the year, lessons relating to AntiBullying and the School Behaviour Code are taught to ensure all students have a clear understanding of expectations. At West Pennant Hills Public School, teachers use a variety of strategies to promote appropriate behaviour in the classroom and the playground. These include the School Behaviour Code being clearly displayed in all classrooms, around the school and on the school website.

<table>
<thead>
<tr>
<th>West Pennant Hills Public School BEHAVIOUR CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Whilst I have the right...</strong></td>
</tr>
<tr>
<td>To learn</td>
</tr>
<tr>
<td>To be safe</td>
</tr>
<tr>
<td>To be respected</td>
</tr>
<tr>
<td><strong>I also have the responsibility...</strong></td>
</tr>
<tr>
<td>To allow others to learn</td>
</tr>
<tr>
<td>To allow others to be safe</td>
</tr>
<tr>
<td>To treat others with respect</td>
</tr>
</tbody>
</table>

Travelling To and From School

Students are made aware and regularly reminded of the Core Rules for Students in NSW Government Schools and our school’s Behaviour Code and how it applies to travelling to and from school.

<table>
<thead>
<tr>
<th>West Pennant Hills Public School TRAVEL BEHAVIOUR CODE</th>
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</thead>
<tbody>
<tr>
<td><strong>Whilst I have the right ...</strong></td>
</tr>
<tr>
<td>To be safe travelling to/from school</td>
</tr>
<tr>
<td>To be respected</td>
</tr>
<tr>
<td><strong>I also have the responsibility ...</strong></td>
</tr>
<tr>
<td>To observe road safety rules and/or driver instructions</td>
</tr>
<tr>
<td>To behave in a manner which brings credit to self and the school</td>
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Inappropriate behaviour which is reported to the school is managed in line with our Behaviour Intervention Procedures.
Responsibilities of staff, students and parents

The SCHOOL will:

• Provide appropriate curriculum to meet the needs of each student
• Support students in achieving success in learning
• Develop a list of easily understood rules which are fair, clear and consistently applied
• Discuss with parents their role in promoting acceptable student behaviour
• Provide appropriate support programs
• Provide relevant professional learning programs for all staff
• Encourage respect for teachers as professional educators
• Recognise student achievements at assemblies and the end of year Celebration of Learning
• Display students’ work in classrooms
• Maintain regular contact with parents eg newsletters, interviews
• Foster social responsibilities and leadership eg Student Representative Council (SRC), Captains, Peer Support and Buddy Program

The TEACHERS will:

• Gear teaching and learning for maximum success in a wide range of non-academic and academic areas
• Model consistent, friendly, caring and respectful behaviour
• Recognise and foster individual student strengths, gifts and talents
• Provide opportunities for student goal-setting and parent/student/teacher evaluation
• Maximise student achievement eg encouraging students to do their best and to strive for excellence
• Build a positive working environment in the classroom
• Provide positive feedback to the student for appropriate behaviour
• Implement specific programs eg No Go Tell Program
• Explicitly teach the expectations outlined in the school’s Behaviour Code

The STUDENTS will:

• Follow the school’s Behaviour Code
• Practise strategies learnt in the classroom through programs such as Child Protection (developing confidence, forming and maintaining friendships, dealing with conflict and anti-bullying strategies)
• Use No Go Tell strategy (refer AntiBullying Policy)
• Participate in the Peer Support Program

The PARENTS will:

• Support the school in its endeavour to fairly execute the strategies outlined in the policy
• Communicate to the school any details relevant to student behaviour
• Promote acceptable student behaviour
Strategies and Practices to Promote Positive Behaviour and Recognise and Reinforce Student Achievement

The most effective strategy to be employed in recognising and reinforcing appropriate behaviour and encouraging a respectful climate within the school is the use of consistent, positive feedback. Strategies at WPHPS include:

- Actively teaching, encouraging and supporting positive behaviours
- Modelling of consistent, friendly, caring and respectful behaviour by staff
- Consistent positive verbal praise and gestures for appropriate behaviour
- Promoting and developing social responsibilities eg SRC, Student Leaders, Peer Support Leaders, Class Buddy Program
- Class incentives and reward schemes at the discretion of each teacher, including stickers, star or the week, table points
- Mini merit scheme
- Public acknowledgment through the newsletter
- Display of children’s work at school and on the website
- Class performances and sharing work at assemblies
- Enhancing feelings of solidarity through holding special class events eg eating lunch together and celebrating birthdays
Strategies for Managing Unacceptable Behaviour

The aims of all discipline and management practices are to enable the students to own their own behaviour and to respect mutual rights and responsibilities.

The teachers consistently manage behaviour within these aims in order that the core business of teaching and learning can take place.

It is vital that the teacher and the class negotiate the class rules at the beginning of the school year, as each teacher is responsible for his or her own class discipline. Staff and students need to ensure that the rules are clearly defined and displayed.

Inappropriate behaviour of a minor nature is dealt with immediately through verbal or non-verbal reminders of the School Behaviour Code and may require a short period of time out. Significant repeated or continued inappropriate behaviour will be referred to the School Executive for further investigation.

Teachers will:

- Minimise unnecessary confrontation
- Use positive correct language/practices (words tone, body language)
- Keep the management focus on primary behaviour issue (avoid arguments)

Behaviour Intervention Procedure

The Behaviour Intervention Procedure (Appendix 9) is designed to encourage students to adhere to the school discipline policy by establishing clear and predictable consequences for inappropriate behaviour. Students benefit most from these guidelines when they are combined with strategies which encourage them to monitor their own behaviour and to learn responsibility and self-evaluation.

Procedure

The teacher on duty (in classroom or in playground) investigates an incident by taking Witness Statements (Appendix 2) as soon as practical.

If an incident occurs in the playground, the teacher should complete an Incident Slip. (Appendix 3) All incidents considered by the teacher on duty to be noteworthy are recorded in Sentral Welfare by the teacher investigating the incident.

- Reflection Sheets should be completed only during a period of timeout following an incident.
- All documentation (including Statements, Reflection Sheets) should be referred to the School Executive for appropriate action and filing.