PURPOSE
This Policy is to guide the management of behaviour in both the classroom and playground at Gundaroo Public School.
Our Discipline policy strives to enable the school community to work together to create a positive environment where students, staff, parents and caregivers can expect:

- That children will be KIND, RESPECTFUL and RESPONSIBLE.
- That children follow the three K’s – Be Kind to yourself, Be Kind to others and Be kind to the environment.
- A safe orderly school where people are respected and learning is valued
- Happy, co-operative, involved children
- Development of self discipline within each child
- That children accept responsibility for their actions
- That children will represent their school with pride and develop a sense of “belonging” to their school and community.

RATIONALE
Good discipline is fundamental to the achievement of students at Gundaroo Public School. Discipline concerns the development of appropriate and responsible attitudes in behaviour of students. It implies the development of self-discipline and the ability to distinguish right from wrong.
When parents enrol their children at Gundaroo Public School they enter into a partnership with the school. This partnership is based on shared responsibility and mutual respect.
A well-disciplined environment provides a system of relationships, rules, rewards and consequences that are designed to promote effective learning. A strong emphasis on the use of positive practices will assist students to develop the ability to accept responsibility for their behaviour and show concern and respect for others.

CORE RULES
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 policy.
- Behave safely, considerately and responsibly, including travelling to and from school.
- Show respect at all times for teachers, other school staff and helpers.
- Follow school and class rules, speaking courteously and co-operating with instructions and learning activities.
- Treat one another with respect and dignity.
- 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.
PRINCIPAL’S RESPONSIBILITIES
- Ensure a safe, secure and harmonious work environment for students and staff.
- Develop, implement and monitor the school’s Discipline Policy.
- Evaluate and update the school’s policy annually as required and review the school’s policy with the school community every three years.
- Provide opportunities for staff to attend training and development courses in behaviour management.
- Provide a copy of the policy to all families enrolled at the school and the school education director after each major review and/or following any significant changes flowing from an annual review.

PARENTS’ RESPONSIBILITIES
- Support and respect the school and staff and to work together with staff to assist and encourage their child’s learning.
- Encourage their children to observe the core rules.
- Accept a shared responsibility for the appropriate behaviour of their children and support the school in the implementation of the Discipline Policy.
- Discuss issues and strategies with their children to develop relationship skills, resilience and understanding.
- Raise any issues which arise with the appropriate staff member.

TEACHERS’ RESPONSIBILITIES
- Participate in the development of and implementation of the Discipline Policy.
- Respect and value all members of the school community.
- Apply school policies and procedures fairly and consistently.
- Promote positive behaviour.
- Work as part of a team with other teachers, support staff and parents.

STUDENTS’ RESPONSIBILITIES
- Follow the discipline code and school rules and to comply with staff directions regarding discipline and appropriate behaviour.
- Show respect for teachers, fellow students, other staff and school visitors.
- Behave appropriately, respecting individual differences and diversity.
- Refrain from engaging in any form of harassment or intimidation and report any if these are witnessed or experienced.

SCHOOL RULES
- Do what the teachers say.
- Stay on task.
- Be kind and friendly to everyone – no put downs and hands and feet to yourself.
- Care of property: personal, school’s and others.
- Do not go out of school grounds except with teacher’s permission.
- No climbing on trees and buildings.

STRATEGIES AND PRACTICES TO PROMOTE POSITIVE STUDENT BEHAVIOUR
- Provide a safe, stable and ordered environment.
- Maintain positive relationships within the school and its community to help foster the students’ sense of belonging.
- Insist on responsible behaviour and a respect for the values that underpin our society and its laws.
- Encourage students to value the personal dignity and worth of themselves and others.
• Peer Support Groups (including using the “Resilience Doughnut”) program.
• Leadership roles for senior students.
• Chaplaincy and/or School Counsellor programs
• Resilience training incorporated into the school curriculum.

VALUES OF EDUCATION – THESE CORE VALUES UNDERPIN OUR CURRICULUM
• Care and Compassion (Kindness)
• Doing Your Best
• Fair Go
• Freedom
• Honesty and Trustworthiness
• Integrity
• Respect
• Responsibility
• Understanding, Tolerance and Inclusion

STRATEGIES AND PRACTICES TO RECOGNISE STUDENT ACHIEVEMENT
• Verbal praise and recognition of acceptable behaviour and schoolwork.
• Class merit stickers (10 to a card, 10 cards = gold award, 3 gold awards=1 school banner).
• Promote recognition of student achievement within the school.
• Teacher and captains’ awards at school assemblies.
• Promote public acknowledgement of the school and individual student achievements (e.g. in the school newsletter and the Gundaroo Gazette).
• Modelling of caring and respectful behaviour by staff.
• Ongoing and regular contact with parents.

STRATEGIES AND PRACTICES TO MANAGE INAPPROPRIATE STUDENT BEHAVIOUR IN THE CLASSROOM
1. Warning
2. Move away
3. Remove to another classroom
4. If classroom work is not done due to inappropriate behaviour, work can be sent home with the following note attached.

   “Your child _________ missed out on __________ minutes of class due to inappropriate behaviour. * Please supervise the finishing of this work and sign and return to school tomorrow.” *Unacceptable behaviour was ................

5. If misbehaviour continues and fails to improve the teacher will speak to the parents.
6. If misbehaviour continues further the parents will be asked to come to school for a three way interview to discuss the behaviour and consequences with teacher and principal.
7. If parents and/or teachers are still concerned, the school counsellor or the itinerant teacher for the behaviourally disordered may be called in.
STRATEGIES AND PRACTICES TO MANAGE INAPPROPRIATE STUDENT BEHAVIOUR IN THE PLAYGROUND

1. Warning
2. Accompany teacher in playground to discuss issue
3. Exclusion under supervision from the playground for remainder of the session. Incident recorded.
4. If unacceptable physical or verbal behaviour occurs, the student will be removed from the playground immediately for that day. Incident recorded.
5. If unacceptable behaviour occurs again, the number of days excluded from the playground will compound and the parents will be contacted.

MANAGING INCIDENTS OF SEVERE MISBEHAVIOUR

In cases of severe misbehaviour, the usual steps for managing unacceptable behaviour are by-passed. If deemed necessary the student shall be immediately removed to the office and their parents/care giver notified. See Anti-Bullying Policy for procedures for Bullying.

STEP 1: Reporting an Incident
- A report can be made by any student, parent or staff member
- Reports about severe misbehaviour can be made to any staff member at the school. All incidents are reported to the Principal.

STEP 2: Record Keeping
- A written record will be kept of any reported allegations or incidents of severe misbehaviour, along with a record of the response given by the school and any course of action taken and when.

STEP 3: Response to Report
- The Principal will speak with the alleged perpetrator/s and target/s (if applicable)
- The Principal will investigate the allegation to the extent he or she considers appropriate or required.

STEP 4: Resolution
- The Principal will, in consultation with other staff members as needed, determine an appropriate course of action, in relation to the incident and communicate this to parents for their input. This course of action will be influenced by the level of severity, intent and contextual factors.
- The Principal will keep all parents or caregivers informed until the course of action has been completed.
- Record of all meetings kept by the Principal.

REVIEW
- This policy will be reviewed annually by staff and every three years involving the whole school community.

Redrafted 10/2010, 09/2013, 03/2014, 02/2015
Three yearly community review date 09/2016

GUNDEROO PS Discipline Policy 02/2015