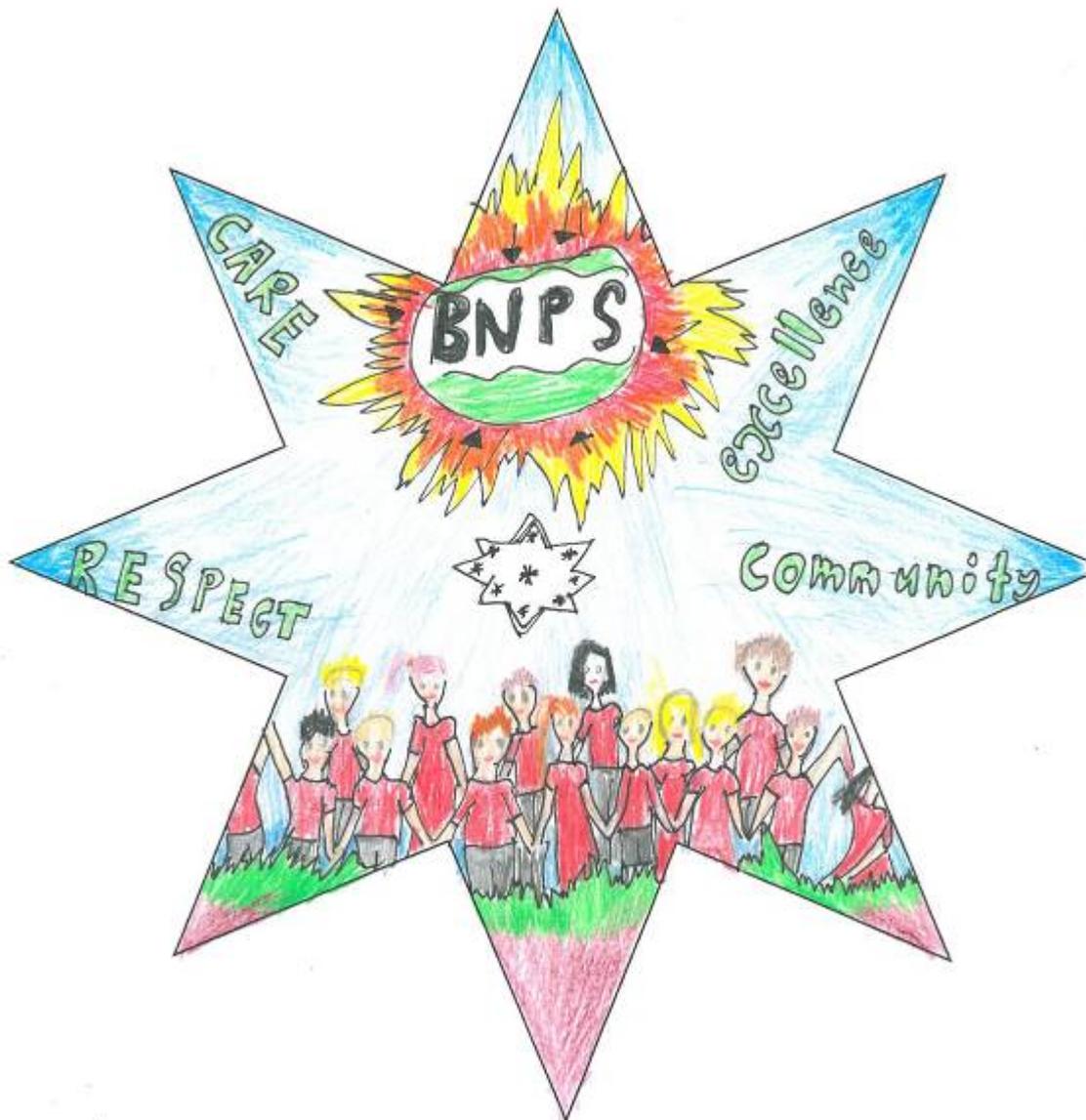




# Student Code Of Conduct



## SCHOOL VALUES

At Ballarat North Primary School, we have four core values which are reflected in all practices across the school. These values are: care, respect, excellence and community.

We demonstrate:

- **Care** by looking after ourselves, others and our environment
- **Respect** by using manners and being kind in words and actions
- **Excellence** by always giving our personal best
- **Community** by everyone working together



# **At Ballarat North Primary School EVERYONE has RIGHTS**

## **STUDENTS**

- To work in a safe and secure environment, without intimidation, bullying or harassment
- To be able to learn and play without interruption or interference
- To be treated with care, respect and fairness and to be valued as an individual
- To have access to quality teaching and learning programs
- To participate fully in the school's educational program

## **PARENTS**

- To be treated with respect and fairness
- To be informed about children's progress, behavioural concerns and general school events
- To know that all children will be educated in a secure environment in which care, courtesy and respect for the rights of others are encouraged

## **TEACHERS**

- To be treated with courtesy and respect
- To be able to work in a safe, supportive and cooperative environment
- To expect students to follow the Student Code of Conduct
- To be informed, within privacy guidelines, about matters that may affect the teaching and learning program for a student

## **EXPECTATIONS**

At Ballarat North Primary School we have high standards of behaviour and expect all students to:

**1. LISTEN CAREFULLY**

Show good manners and listen when others are speaking to them.

**2. FOLLOW DIRECTIONS**

Carry out instructions.

**3. WORK QUIETLY - WITHOUT DISTURBING OTHERS**

Be thoughtful and cooperative.

**4: RESPECT OTHERS - BE KIND IN WORDS & ACTIONS**

Show understanding and be tolerant of others.



## 5. CARE FOR SCHOOL AND PERSONAL PROPERTY

Look after their own and school property.

## 6. WORK AND PLAY SAFELY

Care for people - play safe games - use equipment safely.

## 7. STRIVE FOR EXCELLENCE

Always give their personal best.



At Ballarat North Primary School **EVERYONE HAS RESPONSIBILITIES.**

We are all **responsible** for the way in which we behave.

# PROCEDURES

At Ballarat North Primary School we have procedures to follow if students are displaying inappropriate behaviour.

## IN THE CLASSROOM:

STEP 1: **Name** on the board to act as a warning.

STEP 2: **Cross** beside name - 15 minutes supervised 'time out' in student's own classroom. Work missed may be made up in student's own time.

STEP 3: **Second cross** beside name. Student is withdrawn to another room for 30 minutes and isolated from other children. A note will be sent home to parents.

STEP 4: **Third cross** beside name. Parents notified immediately by phone. Student not to return to the class. Parent/teacher interview to take place. If the parent is unable to collect their child or can't be contacted, the student remains supervised out of the classroom for the rest of the day. Parent/teacher interview to be held as soon as possible.

Students have their name removed from the board at 3.30 pm, so that a fresh start is begun each day.

Names are not removed from the board for improved behaviour.

## IN THE YARD:

STEP 1: Warning

STEP 2: 'Time out' in yard with child directed to sit on a designated seat.

STEP 3: Removed from playground and name placed in Behaviour Book with a note sent home to parents.

## SEVERITY CLAUSE

In the event of severe misbehaviour, the student will be immediately removed from the classroom and /or playground. Consultation between the principal/assistant principal and the teacher will precede the child's re-entry into the classroom.

## **USING TECHNOLOGY:**

When students use information communication technologies (ICT), they have responsibilities and rules to follow.

Students agree to:

- adhere to the Acceptable Use Agreement
- only work on the internet for purposes specified by teachers
- not give out personal information
- never send pictures without checking with teachers
- use acceptable language when composing emails
- not use the Internet to frighten, annoy or bully other people
- treat school technological devices with care and respect and report any damage

Breaches of the rules will see students lose ICT access rights for a period of time at the discretion of the teacher. The school's classroom code of conduct procedures will also be enforced if breaches are made.



## **CONSEQUENCES**

A student can incur a detention (lunchtime and/or after school) or a suspension for:

- continual disobedience
- being defiant
- bullying (verbal, physical or cyber)
- causing harm to another student or adult
- damaging school property
- repetitive entries (3) in the yard behaviour book
- consistently behaving in such a way that interferes with the educational opportunities of other students

Where required, an individual behaviour plan will be developed, in consultation with the class teacher, principal/assistant principal and parents to ensure a safe and secure environment for all members of our school community.

## RESTORATIVE PRACTICES

At Ballarat North Primary School we use a restorative justice approach to resolve conflict, repair harm and encourage care and respect for each other. This focuses on an approach which brings individuals or groups of students together to solve problems and develop actions to change unacceptable behaviour.

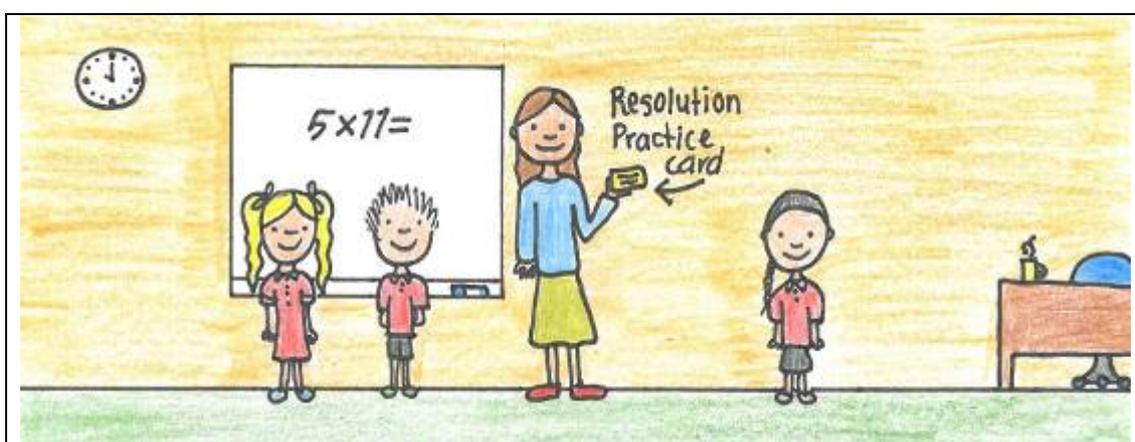
Throughout this process the following questions may be used:

What happened?

Was anyone hurt?

Who was involved? (Each child to tell their story)

How can we fix the problem?



## AFTER SCHOOL DETENTION

Within the Department of Education and Early Childhood Development guidelines, an after school detention can be given to children for unacceptable behaviour. Staff may elect to use the school's formal detention processes as a consequence for a significant breach of school expectations.

Supervised detention (two staff members) is conducted on Monday afternoons between 3:30pm and 4:00pm. Parents will be contacted by phone and notified in writing if their child is required to attend and are requested to sign and return an acknowledgement slip. Children attending detention sessions will be engaged in an activity requiring them to reflect on the behaviour choice which resulted in the detention.

## SUSPENSION

Suspension is a serious disciplinary measure and will only be used in incidents of severe behaviour or when all other methods have not produced a satisfactory result. Parents will be contacted immediately if this process is being implemented and the Department of Education and Training processes will be strictly adhered to.

**At all times, we promote care, respect and excellence amongst all members of our school community.**



All forms of bullying, whether it be physical, verbal or cyber, are not tolerated at our school. Any bullying behaviour will be addressed as part of our commitment to child safety and our duty of care to provide a safe and supportive school environment.



As is the requirement of DET, Ballarat North Primary School has a Student Engagement and Wellbeing Policy, an ICT Acceptable Use Policy and Child Safety practices and procedures. Corporal punishment is prohibited in all schools.

