

RED RANGE PUBLIC SCHOOL

SCHOOL WELLBEING POLICY



Date: February 2017

RATIONALE

Red Range Public School is a thriving and dynamic small school, a centre of growth and learning. Student wellbeing is a high priority and we believe students, teachers and parents need to recognise and respect the responsibilities and rights of each other.

AIMS

Our school will:

- Provide a happy and safe environment in which students can learn effectively and strive towards their full potential;
- Encourage students to respect themselves as well as property;
- Promote and reinforce self-discipline and citizenship;
- Implement appropriate and challenging experiences to meet student needs and experience success;
- Strengthen the home-school partnership and keep parents well informed of practices.

NSW Department of Education and Training

CORE RULES FOR STUDENTS IN NSW GOVERNMENT SCHOOLS

Students in NSW Government schools are provided with high 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 and community.

Core rules for student behaviour have been developed to establish consistent expectations in all government schools in support of these aims.

These rules are based on our core values of integrity, excellence, respect, responsibility, cooperation, participation, care, fairness and democracy.

The critical role of parents and caregivers is recognised as the primary influence on each child's character and behaviour and as essential partners in supporting the core rules and successful education of their children.

The Department is committed to supporting Principals and school staff in the implementation of these rules through state-wide policies and programs, together with regional support staff, professional learning and alternative provisions, in order to promote the highest standards of behaviour and learning in our schools.

NSW CORE RULES AS RELATED TO RED RANGE PUBLIC SCHOOL EXPECTATION:

Be safe

- Attend every school day, unless you are legally excused;
- Behave safely, considerately and responsibly, including when travelling to and from school.

Be respectful

- Maintain a neat appearance, including adhering to the requirements of the school's uniform policy;
- 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 yourself, the school and others.

Be a Learner

- Be in class on time and prepared to learn.

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.

STRATEGIES TO PROMOTE GOOD DISCIPLINE AND EFFECTIVE LEARNING

At Red Range Public School, we actively encourage good discipline and effective learning in the following ways:

- Ensure student wellbeing is a priority;
- Teach school rules (see Matrix) and responsibilities (see Appendix 1), implement award systems and consequences for inappropriate behaviour at the beginning of each year and revisit when necessary;
- Negotiate with students, a set of class rules at the beginning of each year – that reflect school rules and distributed to parents;
- Recognise and promote student achievement within the school and community;
- Monitor student progress and behaviour and involve the Learning Support Team when required.
- Cater for all needs of individual students through appropriate curriculum and special initiatives. Monitored through IEP's, PLP'S, Behaviour Management Plans, Risk Assessments.
- Implement programs such as the "You Can Do It" program which will develop cooperative skills and encourage appropriate behaviour;
- Inform parents about student progress and incidents of inappropriate behaviour as needed;
- Inform parents of student success, and as an acknowledgment of improved effort.

SCHOOL RULE: WE WILL BE SAFE, RESPECTFUL LEARNERS

AT RED RANGE PUBLIC SCHOOL THIS LOOKS LIKE:

School Rule	All settings
SAFE	<ul style="list-style-type: none">• Work and play safely;• Stay within bounds;• Move safely around the school;• Follow instructions from staff with regard to classroom activities and rules;• We do not use insulting words or phrases, threaten, hit or otherwise hurt others.
RESPECTFUL	<ul style="list-style-type: none">• Listen and speak with courtesy to everyone;• Show pride in our school by being well behaved on the bus, participating in all learning opportunities to the best of our ability;• Care for yourself, others and the environment by placing rubbish in the bin, wearing a school hat, placing all belongings into bags and treating others as you would like to be treated;• Celebrate diversity by accepting that we are all different.
LEARNERS	<ul style="list-style-type: none">• Be ready to learn by arriving on time, staying on task and allowing others to work undisturbed;• Make good choices in the classroom, in the playground and in the community;• Challenge yourself to achieve your personal best, setting realistic goals;• Cooperate with other students, all school staff and visitors to our school.

RIGHTS AND RESPONSIBILITIES

Our wellbeing policy at Red Range Public School sets out children's responsibilities while at school and school events. It also outlines the steps that will be taken to safeguard those rights and maintain responsible behaviours.

Student responsibilities include the following:

YOU HAVE A RESPONSIBILITY TO ALLOW OTHERS TO WORK WITHOUT BEING DISTURBED

- ◆ This means that you quietly make good use of your time and do not disturb others.

YOU HAVE A RESPONSIBILITY TO COMPLETE YOUR WORK AND TO DO YOUR BEST

- ◆ This means that you do your best with your class tasks and homework, being sure to complete it on time.

YOU HAVE A RESPONSIBILITY TO HELP MAKE SCHOOL A GOOD PLACE TO BE

- ◆ This means being thoughtful, respectful and courteous to others.

YOU HAVE A RESPONSIBILITY TO TAKE CARE OF PROPERTY

- ◆ This means that you take good care of school property and respect the property of others.

Student rights include the following:

YOU HAVE THE RIGHT TO BE AN INDIVIDUAL AT SCHOOL

- ◆ This means you should not be treated unfairly because you are tall or short, boy or girl or because it takes you a little longer to get the right answer.

YOU HAVE THE RIGHT TO BE RESPECTED AND TREATED WITH KINDNESS AT SCHOOL

- ◆ This means that others should not laugh at you, make fun of you or deliberately hurt your feelings.

YOU HAVE THE RIGHT TO EXPRESS YOURSELF

- ◆ This means that you may talk freely about your ideas and feelings, at appropriate times, provided your tone and manner is respectful and not derogatory towards staff and peers.
- ◆ This means that your side of the story will be heard, if you are accused of breaking a rule.

YOU HAVE THE RIGHT TO A SAFE SCHOOL

- ◆ This means that Red Range Public School should provide safe classrooms, equipment and rules to ensure your safety at school.

Teachers and other staff have rights too:

TEACHERS AND STAFF HAVE THE RIGHT TO BE SAFE AND HAPPY AT SCHOOL

- ◆ This means that teachers and other staff will not be subject to any form of verbal abuse, physical violence or harassment from any member of our school community.

ACHIEVEMENT PRACTICES TO RECOGNISE AND REINFORCE STUDENT BEHAVIOURS

We recognise and actively encourage positive student behaviour with:

- Public recognition of achievement at assemblies and in newsletters;
- A cumulative award system – classroom, assembly and newsletter acknowledgment, gold and classroom dojo awards and rewards days. (Appendix 2 – Gold stars Sheet);
- Visit to other staff members;
- Verbal praise and encouragement, phone calls home;
- Leadership roles eg: School Captains, Vice Captains;
- Extrinsic awards eg: magic box.

STRATEGIES TO PROMOTE GOOD DISCIPLINE AND EFFECTIVE LEARNING

Positive discipline is an essential part of a schools' behaviour management plan. In formulating a behaviour management plan, school communities must be acknowledged regarding practices to foster good discipline. This is achieved through:

- The consistent use of good behaviour management techniques such as:
 - giving simple instructions;
 - expecting students to comply and follow directions;
 - regularly noticing and commending students for complying with rules and directions;
 - avoiding the use of ridicule, embarrassment or 'put downs';
 - encouraging on-task learning through close supervision and consistent positive reinforcement;
 - having a plan for managing behaviour disruptions, in general and for specific students;
 - following up any significant behaviour disruptions with the Principal and parents.
- The development of a school discipline code – a small number of easily understood rules which state the expected behaviour, can be monitored and consistently and fairly applied
- Supporting students in achieving success in learning through the provision of appropriate curriculum to meet the needs of each student;
- Staff modelling of consistent, caring and controlled behaviour;
- Communication with parents/caregivers of their roles and responsibilities when managing student behaviour;
- The provision of integrated programs which develop self-discipline, self-review, communication and responsible decision making, such as:
 - social skills programs;
 - peer mediation;
 - Leadership program;
 - You Can Do It Program.
- Encouragement of respect for teachers as professional educators.
- Encouragement of respect for SLSO'S and all other school and visiting staff.
- Staff attendance at relevant training and development programs.
- The provision of appropriate support programs such as counselling and remediation.
- Liaison with supportive community agencies to build teams.
- The knowledge and understanding of the particular needs and pressure experienced in the local community.

AWARDS

Classroom Awards

Positive rewards program.

2 gold awards and 30 coloured daily classroom awards for attendance, school uniform, library usage and homework returned PLUS no more than 2 negative REDS will entitle the student to attend the rewards day at the end of each term.

Students can earn or move up the stop lights systems to reward positive behaviour in all areas inside the classroom at any time for demonstrating expected school behaviours.

A student must earn a gold for every red (negative) they receive ie: child needs 2 golds to attend rewards day...if child receives a red they then must earn 3 gold to be entitled to go to rewards day etc.

Merit Awards

Reward	Guidelines to achievement
Gold award	Students receive gold merits in the classroom as recognition of academic achievement, outstanding behaviour and positive social skills.

CONSEQUENCES / DISCIPLINE

Discipline needs to be fair, effective and collaborative.

Teachers will use discretion to ensure consequences are fair and effective when dealing with students who break the rules. All issues should be followed up with the Principal, parent, class teacher, depending on frequency and severity.

Playground

1. Initial incident - discuss with student in terms of school rules and notify them of possible consequences;
2. 2nd incident – time out with teacher on step for specified period of time (eg: 10 minutes);
3. Ongoing issues –time in detention room, incident documented on Behaviour Notification form, notified to Principal.

Instant detention will be given if a student displays aggression or violence, a formal caution will be issued.

Detention means the student is removed from the playground for playing time. The focus in the detention room will be in the student taking ownership of his/her behaviour and where possible, restitution. Parents will be notified via a letter home from the detention supervisor. This is to be signed and returned to the classroom teacher.

Classroom

If behaviour is viewed as dangerous, the teacher may move straight to the step deemed appropriate including step 5.

Step One

Warning given to student

Step Two

Student name recorded against first negative coloured stop light - yellow

Step Three

Student name moved down again against negative coloured stop light - orange

Step Four

Student name moved down again against negative coloured stop light - red and time out in their room or time out in a buddy classroom. Parents may be contacted. Restorative justice sheet to be completed.

Step Five

Student to Principal to discuss behaviour. Parents are contacted.

BEHAVIOUR NOTIFICATION SHEETS

2 X NOTIFICATIONS - Parent interview / contact

3 x NOTIFICATIONS - Formal caution / warning of suspension, loss of privileges. Formal caution in place for 4 weeks. Any incidents of behaviour during 4 weeks requires suspension.

4 x NOTIFICATIONS – Suspension according to DET policy.

NOTE

Term 1 - All students not on formal caution may participate in all school activities.

Term 2 - 1 GOLD REQUIRED TO PARTICIPATE IN OUT OF SCHOOL ACTIVITIES. (Including dance, sport, leadership days, excursions)

Term 3 - 2 GOLD REQUIRED TO PARTICIPATE IN OUT OF SCHOOL ACTIVITIES.

Term 4 - 2 GOLD REQUIRED TO PARTICIPATE IN OUT OF SCHOOL ACTIVITIES.

SUSPENSION

Department of Education “Procedures for the suspension and expulsion of School Students” will be applied where appropriate.

Ongoing concerns about student behaviour will be discussed between the student, class teacher, supervisor and parents. In these cases behaviour programs, which are more effective, may be established or further disciplinary action taken.

SUSPENSION AND EXPULSION

Suspension allows children the time to reflect on their behaviour, to acknowledge and accept responsibility for the behaviour that led to the suspension, and to act positively to change their behaviour in order to meet the school's expectations in the future.

The procedures apply to the behaviour of students at school, on the way to and from school and while away from the school site on school endorsed activities eg. excursions and sporting activities.

It is the principal's responsibility to exercise judgement based on the student's record, the degree and length of support given to the student, the response of the student and the circumstances of the misbehaviour.

A process of procedural fairness will ensure:

- the student's right to know about the allegations and actions, and the right to respond to them
- the students right to an unbiased decision.

Suspension may be (1.) **'In school'**, where the child is suspended from class but attends school and spends the time in the Principal's office, lunch times are different from the whole school,

(2.) 'short' (up to and including 4 school days) or

(3.) 'long' (up to and including 20 school days).

A 'SHORT' suspension may be imposed for:

- **Continued disobedience** including defiance, disruption to other students, minor criminal behaviour, use of alcohol or the persistent use of tobacco.
- **Aggressive behaviour** including, but not limited to, hostile behaviour directed at any member of the school community such as verbal abuse or sending abusive electronic messages.

A 'LONG' suspension will be imposed immediately and consistently for:

- Physical violence
- Being in possession of a firearm, prohibited weapon or knife without reasonable cause
- Use or possession of an illegal substance (not alcohol or tobacco) or supplying a restricted substance
- Persistent misbehaviour
- Use of an implement as a weapon or threatening to use a weapon
- Serious criminal behaviour relating to the school.



RED RANGE PUBLIC SCHOOL

FORMAL CAUTION

Dear

This letter is to confirm our phone conversation about your son/daughter of Year, behaving inappropriately. In particular he has breached the school discipline code by:

Continued Disobedience. This includes, but is not limited to, breaches of the school discipline code such as: refusal to obey staff instructions; defiance; disrupting the learning of other students.

If this behaviour continues may be suspended from school in accordance with the Department of Education and Training's *Suspension and Expulsion of School Students – Procedures*.

A copy of the *Suspension and Expulsion of School Students – Procedures* is available on the Departments "Our Policies" Internet web site at the address:

http://www.det.nsw.edu.au/policies/student_serv/discipline/suspexpul/PD20020014.shtml

You can also request a copy from the school.

This matter has been discussed with and he/she understands what is expected in the future. We will always continue to work together to resolve these issues.

This formal caution remains in place for 4 weeks and limits access to in school activities for that time.

Please sign the slip below and return it to the school.

Yours sincerely,
Lesley Burch
Principal, Red Range Public School

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FORMAL CAUTION

I/We have discussed this matter with and noted the warning of suspension.
I/We would like an interview to discuss this matter (Yes or No)

Signed (Parent/s).....

Name/s Date:



To be filled out with classroom teacher at next appropriate time.

RESTORATIVE QUESTIONS

What happened?

What rule did you break?

What should you have been doing?

Who has been upset or is sad because of what you have done?

What do you have to do to make things right?

Student: _____

Teacher: _____

Date: _____

REWARDS DAY

30 STARS

**2 POSITIVE GOLD
LEVELS**

Fabulous and Friendly PLAYGROUND behaviour

If you are sent to detention more than 5 times (you have 5 chances), you will not have earned your place at the Rewards Day.

◆ If your classroom behaviour takes you to RED you can still earn your place at the Rewards Day by achieving extra positive gold levels:

**1 time on red – You will now need to earn 3 positive golds
2 times on red – You will now need to earn 4 positive golds
and so on**

**BEING A GREAT SCHOOL CITIZEN WILL
GET YOU THERE !!!!!**