

CONDOBOLIN HIGH SCHOOL



SCHOOL CODE

**Be Stronger
Be Smarter
Be Prouder**

**SCHOOL WELFARE
AND
DISCIPLINE POLICY**

SCHOOL WELFARE & DISCIPLINE POLICY

INTRODUCTION

Condobolin High School takes great pride in working to provide an environment where positive relationships can assist in the development of our students.

Our Welfare and Discipline Policy is set out clearly to inform students, parents staff and the community what is expected and how our school provides structures to support these expectations.

Please read the following information and contact the Principal if you have any concerns.

RATIONALE

The philosophy behind the Step system at Condobolin High School is that we encourage the development of a happy, safe and positive learning environment for all students. Students will experience success and recognition. This system recognises achievement, effort, service and participation, through merit and demerit Steps which function in parallel. One is not dependent on the other.

The policy emphasises the value of appropriate behaviour by students.

The student Welfare Committee, comprises the Head Teacher Welfare (Chairperson , Deputy Principal, Year Advisors, Learning and Support Teacher (LAST), the School Counsellor and any other staff who wish to meet and discuss a wide range of student welfare issues.

AIM

The aim of the system is to allow teachers the flexibility to manage their own classrooms within a framework. This will enable a consistent approach to a school wide welfare system with the purpose of encouraging students to achieve their potential in all areas of their schooling.

Teachers should develop a clear and consistent approach to student management. In this parallel system it is possible for a student to be on a positive and demerit Step at the same time. It should be emphasised one error of judgement by a student should not remove all the positive endeavours they have already displayed.

POSITIVE BEHAVIOUR FOR LEARNING – MERIT STEPS

The recording of these Steps – Bronze, Silver and Gold is the responsibility of the Year Advisor. Students will have their Merit sheets on which to record their merits.

The Principal's Award is for students on Gold Step who believe they warrant the receipt of this award. The student will need to submit a letter to the Principal outlining the reasons why they believe they are a worthy recipient of this award. It

DEMERIT STEPS

The demerit (negative) steps are the responsibility of the Deputy Principal. Classroom teachers, Faculty Head Teachers, Deputy Principal and the Learning Support Team will meet regularly to provide support for these students.

SCHOOL POSITIVE BEHAVIOUR CODE FOR LEARNING

The Condobolin High School Positive Behaviour for Learning is an agreed set of principles for the effective functioning of the school community. This code has been developed co-operatively by staff, students and parents. It applies to all members of the school community, teachers and students.

	In all settings I will.....	Classroom	Computer Room	Office	Assemblies	Playground
Be Stronger	<ul style="list-style-type: none"> ✓ Act safely ✓ Be where I am meant to be ✓ Come prepared with appropriate equipment ✓ Appreciate others and their differences ✓ Take pride in my uniform 	<ul style="list-style-type: none"> ✓ Come prepared with appropriate equipment ✓ Listen to instruction ✓ Ensure work is handed in on time ✓ Participate in classroom activities 	<ul style="list-style-type: none"> ✓ Come prepared with appropriate equipment ✓ Listen to instruction ✓ Only print when it is ok with a teacher ✓ Report inappropriate websites 	<ul style="list-style-type: none"> ✓ Use appropriate language ✓ Address the office staff in an appropriate manner 	<ul style="list-style-type: none"> ✓ Be on time ✓ Sit in your allocated area 	<ul style="list-style-type: none"> ✓ Keep my playground clean and safe by placing all rubbish in the bins provided. ✓ Use appropriate language. ✓ Keep the playground safe by acting sensibly at all times.
Be Prouder	<ul style="list-style-type: none"> ✓ Listen attentively ✓ Speak politely to everyone ✓ Be honest ✓ Care for the school environment 	<ul style="list-style-type: none"> ✓ Respect the right of others to learn ✓ Be tolerant of others and their opinions ✓ Care for your classroom environment and others' belonging 	<ul style="list-style-type: none"> ✓ Treat the computer equipment with care ✓ Follow all instructions ✓ Help each other 	<ul style="list-style-type: none"> ✓ Enter quietly ✓ Wait your turn ✓ Use your manners ✓ Be polite towards visitors ✓ Hats off when entering 	<ul style="list-style-type: none"> ✓ Look at and listen to each presenter ✓ Celebrate the efforts and success of others 	<ul style="list-style-type: none"> ✓ Treat others with care and consideration. ✓ Play the right games safely in the right areas. ✓ Tolerate others and their differences. ✓ Respect my environment.
Be Smarter	<ul style="list-style-type: none"> ✓ Help others ✓ Look out for each other ✓ Work together 	<ul style="list-style-type: none"> ✓ Work together with teachers and peers ✓ Share ideas, resources 	<ul style="list-style-type: none"> ✓ Share the computers if in a large class 	<ul style="list-style-type: none"> ✓ Understand the office ladies are busy, follow their instruction ✓ Help out if needed while waiting 	<ul style="list-style-type: none"> ✓ Sit in your area ✓ Sit in straight lines to let others walk past ✓ Move quickly to your area. 	<ul style="list-style-type: none"> ✓ Play together and share resources ✓ Pick up any rubbish you see on the ground ✓ Put your rubbish in the bin

RIGHTS & RESPONSIBILITIES OF STUDENTS

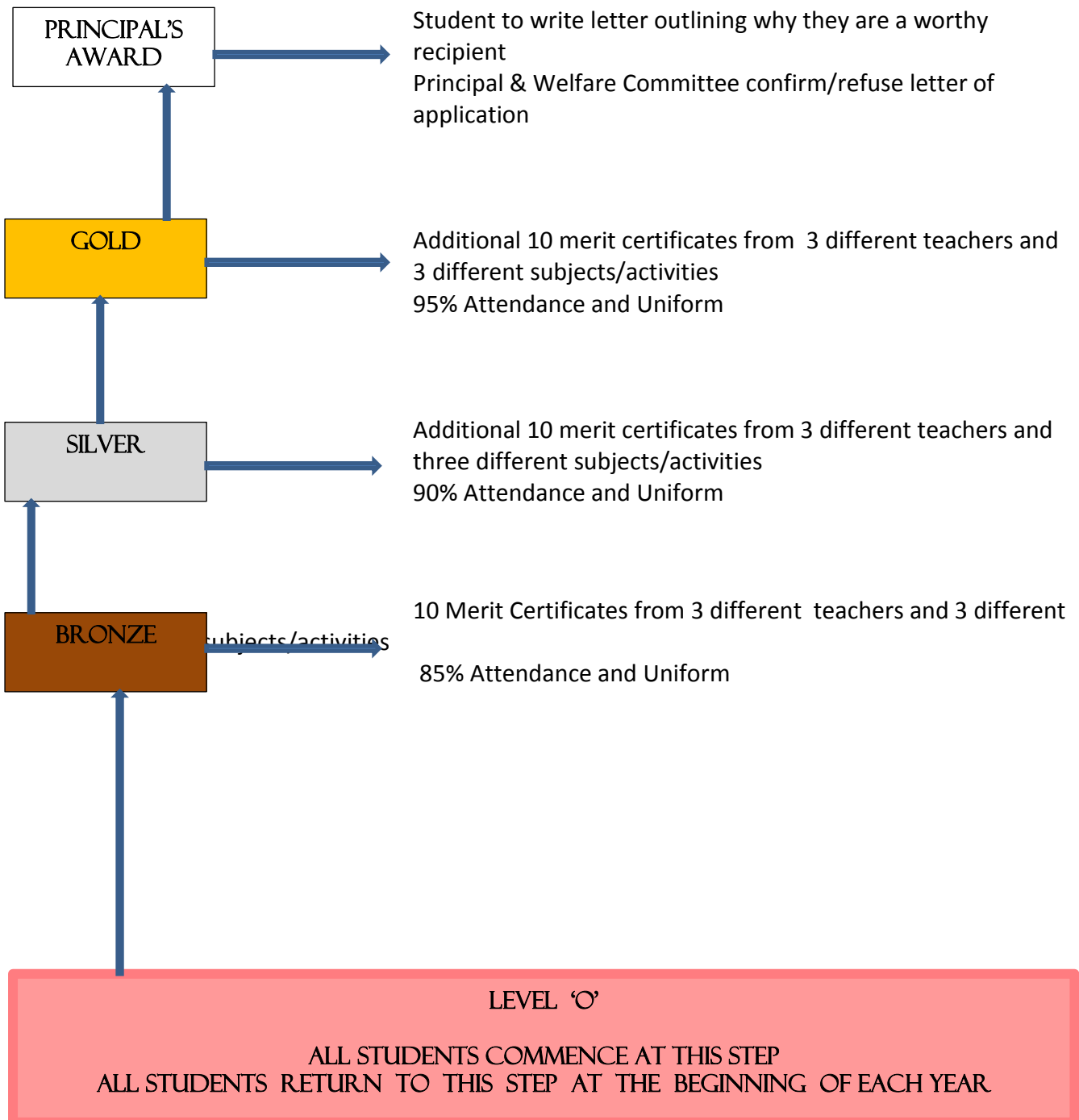
RIGHTS	RESPONSIBILITIES
<p>I have the right to:</p> <ul style="list-style-type: none"> ➤ receive a quality and relevant education in a quiet and peaceful atmosphere ➤ Go about my business without interference either physical or verbal and without having my clothing or equipment damaged, interfered with or stolen ➤ Expect that the school grounds, buildings and equipment be kept in good order ➤ Work and recreate in a clean and tidy environment ➤ Breathe unpolluted air and prohibit students from smoking and using other drugs 	<p>I have a responsibility to:</p> <ul style="list-style-type: none"> ➤ attend each day on time, to bring a note if I have been away or am late and to stay within the school grounds except if given permission to leave by a parent/carer/staff member ➤ arrive on time with all my books and equipment ➤ to work at my job ➤ to coo-operate with all other students and teachers ➤ to move quietly, quickly and directly between lessons or at the end of a break ➤ respect other peoples' rights and not to hit, threaten or insult them, ➤ not to bring to school objects which might be considered dangerous ➤ care for my own equipment and report any loss ➤ respect others' property and to return or hand in articles I find ➤ take care of the school buildings, grounds and equipment and encourage others to do so ➤ report any damage and to pay for any damage that I cause ➤ keep the buildings and grounds clean and tidy without being asked ➤ not to drop or throw rubbish – put it in a bin ➤ observe the school rules about smoking, alcohol and the use of drugs ➤ not encourage or assist others to smoke, consume alcohol or drugs

RIGHTS & RESPONSIBILITIES OF PARENTS, CARERS & COMMUNITY

RIGHTS	RESPONSIBILITIES
<p>I have the right to:</p> <ul style="list-style-type: none"> ➤ Be valued and respected ➤ frequent opportunities to communicate with staff ➤ expect all children will be literate and numerate and exposed to the full curriculum 	<p>I have a responsibility to:</p> <ul style="list-style-type: none"> ➤ communicate with and support school staff ➤ support educational activities ➤ participate and support decision making bodies (AECG, P&C) ➤ attend parent/teacher interviews ➤ help students to attend regularly and punctually ➤ support and encourage children in their learning ➤ ensure students are dressed appropriately and have the correct equipment

CONDOBOLIN HIGH SCHOOL WELFARE & DISCIPLINE SYSTEM

POSITIVE BEHAVIOUR FOR LEARNING



POSITIVE BEHAVIOUR FOR LEARNING STEPS

PRINCIPAL'S AWARD

If a student believes they have the qualities for this award, they write a letter to the Principal/Welfare Committee outlining their achievement that qualify them for this award

GOLD – Additional 10 merit certificates from at least three (3) staff and three (3) different subject areas. These can be awarded for above what is expected and can be awarded for other than subject work. E.g. cultural/work experience/VET/SRC etc

Students to be 95%

Wearing of Uniform 95%

Mandatory - blue polo shirt/appropriate footwear

Optional correct colour blue jumper/tracksuit/skirt/shorts/tracksuit

SILVER – Additional 10 merit certificates from at least three (3) staff and three (3) different subject areas. These can be awarded for above what is expected and can be awarded for other than subject work. E.g. cultural/work experience/VET/SRC etc

Students to be 90%

Wearing of Uniform 90%

Mandatory - blue polo shirt/appropriate footwear

Optional correct colour blue jumper/tracksuit/skirt/shorts/tracksuit

BRONZE – 10 merit certificates from at least three (3) staff and three (3) different subject areas. These can be awarded for above what is expected and can be awarded for other than subject work. E.g. cultural/work experience/VET/SRC etc

Students to be 85%

Wearing of Uniform 85%

Mandatory - blue polo shirt/appropriate footwear

Optional correct colour blue jumper/tracksuit/skirt/shorts/tracksuit

BLUEYS – Carried by all staff and distributed to students seen to be doing the 'right' thing e.g. moving between classes in an orderly manner, being prepared for the lesson, bring their own equipment, picking up rubbish, lining up quietly etc.

These blueys go into a draw twice a week and two (2) winners announced on assembly for a \$5 canteen voucher. Student must be at school to claim voucher

STEP 'O'

ALL STUDENTS NEW TO THE SCHOOL AND AT THE BEGINNING OF EACH YEAR

DEMERIT STEPS

STEP 'O' – CLASSROOM MONITORING SHEET

Student is monitored within the classroom by the teacher
Duration is at the discretion of the teacher.
Teacher decision as to how long this sheet is retained
Can contact parent by phone – speak to HT
Student settles – NFA
Student continues to be non compliant – move to Classroom Agreement – Step 1

STEP 1 CLASSROOM AGREEMENT

Student completes agreement
Recorded on Sentral by teacher
Can ring parent, but letter of concern sent home
Monitored for four (4) lessons
Student settles – returns to level "O"
Letter sent home congratulating student progress
Behaviour concerns continue – referred to HT for Step 2

STEP 2 - HEAD TEACHER AGREEMENT

Recorded on Sentral by HT
Letter sent home re ongoing behaviour concerns
No discos/local excursions/sport etc (other than mandatory)
Student monitored by HT for 5 days
Agreement carried to all classes
HT agreement in faculty only
2 x HT agreements – immediate referral to Deputy
Student settles completes HT Agreement – returns to Step "O"
Letter sent home congratulating student on progress
Behaviour concerns continue – referred to DP for Step 3

STEP 3 – DEPUTY PRINCIPAL AGREEMENT

Recorded on Sentral by DP
Letter requesting parent interview
No activities for any reason (mandatory to be discussed at point of need)
DP monitors student for five (5) days
HT of faculty monitors for further three (3) days
Agreement carried to all classes
Parent to sign each night (comment if wishes)
Meet with DP each morning to discuss progress
Student settles completes DP agreement – returns to step "O"
Letter home congratulating student on progress
Student behaviour continues - suspension recommended

SUSPENSION - PRINCIPAL OR REPRESENTATIVE ONLY

Short – up to 4 days
Long - up to 20 days
On return student starts on DP agreement – Step 3
Follows Step 3
Student settles – returns to step "O"
Letter home congratulating student on progress
Student behaviour continues – further suspension recommended