

SCHOOL BEHAVIOUR GUIDELINES

Introduction:

In keeping with the school's discipline policy, Marian School will emphasise the need for **respect** for one another, adults, and property.

Commonsense should govern all actions.

Teachers will reinforce positive behaviour and encourage children's efforts. Staff are committed to providing children with a happy and secure environment. The restoration of harmonious relationships between children and between children and staff will be a key driver in any consequential action.

For this to happen, children will need to abide by our school rules and know that if they choose not to, then there will be consequences. When at all possible consequences will be linked.

To assist everyone, the following guidelines emphasise these aspects and clearly indicate our school-wide expectations.

School Wide Expectations

1. Pupils are expected to be at school by 8.55am at the latest.
2. No pupil is to deliberately interfere with another child's learning.
3. No pupil is to deliberately interrupt a teacher.
4. Courtesy and respect are to be shown to each other and to school adults.
5. Pupils are to remain within the school grounds unless they have a signed permission slip to leave. If a child leaves the school between 9am and 3pm they must have parent permission and also take a coloured Student Leave Pass to the office (as practical).
6. The correct school uniform is to be worn neatly during school hours and to and from school. Correct PE uniform is to be worn when directed.
7. Pupils are expected to participate in **all** curriculum areas.
8. Pupils must have all necessary classroom equipment.
9. Pupils must take responsibility for their personal belongings and school equipment eg. ensuring that belongings are named, kept tidy, PE gear in suitable bags.
10. The commitment to music and sport is for a full season or whole year. Children who start music or sport must continue for the entire year or season.
11. Pupils will remain outside at morning tea and lunch breaks in fine weather. From Term 2, the senior syndicate may grant Trusted Class Status to their class. This gives permission for students to stay inside at interval and lunchtime if their behaviour is appropriate. Classroom teachers can withdraw Trusted Classroom Status if behaviour is inappropriate. The Trusted Classroom Status notice is to be displayed on the whiteboard.
12. Pupils are to play sensibly on playground equipment and to stay in designated areas.
13. Pupils are to leave the playground on the first bell at break times.
14. No litter is to be dropped in the playground. Rubbish bins are to be used as provided.
15. All children will be seated to eat lunch for at least ten minutes. Children are to remain seated until dismissed by the duty teacher.
16. During Term 2/3 if the field is soggy old clothes will be required for ball games or contact sports. Children will be alerted to this via a system of field signs put out by the caretaker.

17. Supervised Rugby/Soccer on the Senior Field will allow tackling when a Staff Member is supervising this. (Not the duty teacher)
18. Red corner flags on grassed areas indicate that the weather is unsuitable for these areas to be played on. Juniors use yellow cones.
19. No bikes are to be ridden in the school grounds.
20. Sweets and chewing gum are not permitted at school.
21. School telephones are only to be used with permission or in emergency situations.
22. Children entering the staffroom must go to the office first. Staff are to discuss with their class the "routines of entering the staffroom" i.e. waiting, saying 'excuse me' or knocking.
23. 'Bullying' behaviour will not be tolerated.
24. Cell phones bought to school must be handed in to the teacher for safekeeping as soon as the child arrives at school.
25. Children may not use classroom computers unless a teacher is in the room.
26. No electronic equipment is to be bought to school.

CONSEQUENCES:

For children demonstrating unacceptable behaviour in the playground, '**Time Out**', natural consequences or restorative practice will immediately be implemented.

If problems persist (i.e. there are 3 or more incidents in a week), parents will be contacted and an immediate interview requested to discuss any further necessary action.

For children demonstrating unacceptable behaviour during school working hours, syndicate discipline plans, with specified steps of action will be used. The Principal and **each** class teacher will be issued a copy of this plan. Consistency is essential. Syndicate Leaders are responsible for documenting in a syndicate notebook inappropriate behaviours which they deal with. Classroom teachers are to document consistent misbehaviour and to report incidents to their Syndicate Leader. Severe behaviours are recorded by either of the Deputy Principals on the Student Management System.

Marian School Behaviour Guidelines

BEHAVIOUR IS CONSIDERED UNACCEPTABLE IF:-

1. It interferes with a teacher's teaching.
2. It interferes with another child's learning
3. It affects another child's safety
4. It involves lack of respect for others' belongings, views, ideas and space
5. It involves blatant disregard for the environment (school)

Five Finger Rule	WITS
<ol style="list-style-type: none"> 1. Listen to all school adults 2. Follow and obey school rules 3. Look after yourself 4. Look after each other 5. Look after school grounds and classroom equipment 	<p>Walk Away Ignore Talk (I don't Like it) Seek Help</p>

PLAYGROUND RULES

Senior Playground

- Red flags on the field mean keep off the grass
 - In Term 2 & 3, (**a change of clothes must be worn on the field for contact games**) P E gear is not acceptable).
 - Play within the boundary of trees on the field.
 - Balls are not to be kicked on the sealed areas alongside the classrooms
 - Children except those with Trusted Class Status must be outside at break times unless 2 bells ring
 - Hitting balls on the walls at the ends of the classroom is not permitted.
- SENIOR TIMEOUT AREA IS UNDER THE LARGE TREE.

MIDDLE PLAYGROUND

- Games should not include the kicking of balls, or cricket
 - The bike-stand and the caretaker's shed is out of bounds
 - Children remain outside during break times unless they have supervised library times.
 - Children shall not disturb trees
 - Red flags on play areas mean "**Keep Off**"
- MIDDLE SCHOOL TIMEOUT WITHIN MIDDLE DUTY AREA.

Junior Playground

- Red flags on the grass mean "**Keep Off**"
- Old clothes will be needed for ball games on grass during Terms 2 & 3

- Children shall not disturb trees
JUNIOR TIMEOUT AREA IS ON THE DECK.

ASSERTIVE DISCIPLINE PROGRAMME – In Classrooms

Senior Syndicate: (Team 4)

Natural consequences are used for smaller misdemeanours e.g. non-completion of homework, disrupting learning.

Teachers use the following procedure if using positive encouragements fail.

For 'C.S.' children perform 'Community Service' for the school and complete such tasks as raking leaves, rubbish duty, tidying up classrooms with teacher supervision.

Teachers are required to keep a record of those who do C.S. Duty.

1. Positive encouragements
2. Name on the board = warning
3. X = 10 minutes consequence
4. XX = 20 minutes consequence
5. XXX = 30 minutes consequence
6. Next Step is TIME OUT in another classroom.
7. Severe clause – Go to Senior Teacher or immediately send to Principal or Deputy Principals' office.

A 'Behaviour Reflection Sheet' is completed for more serious or repeated offences. This will be signed by the classroom teacher, or Principal/Deputy Principals, taken home and signed by the parent with a place for the parent/caregiver to make a comment. It is then returned to the class teacher or Principal/Deputy Principals and filed. The teacher will keep a dated record of these. If a student has repeated reflection sheets in a term, parent/teacher contact is made and support given from the Principal and Deputy Principals

Middle Syndicate: (Team 3)

1. Name on board
2. X = 10 minutes natural consequence by class teacher.
3. XX = Time out in another room – 20 min natural consequence
4. XXX = Severe clause: sent to Senior Teacher or D P - consequences to suit the situation. Parent meeting depending on severity of offence.
5. If students have a 3 incidents in one week a parent/caregiver interview will be arranged.

Junior Syndicate: (Team 2)

1. Verbal warning
2. Name on board
3. X = 5 minutes time out in classroom
4. XX = Time out in another classroom
5. Severe Clause – Send to Principal or Deputy Principals. Parent/caregiver to be contacted.

Junior Syndicate: (Team 1)

1. Positive reinforcements
2. Verbal warning

3. Name on board
4. X = time out in class
5. XX = time out in another class or send to Deputy Principals
6. Red card – help required immediately

All Classes

If inappropriate and very disruptive behaviours continue, the parents/caregivers of the student will be contacted and invited to the school to discuss the student's behaviour.

NB.

- 1 At the end of each day, student names are removed from the whiteboard. Junior classes remove names at end of lunchtime.
- 2 Records of any behaviour requiring punitive action must be filled out.
- 3 If students do not attend detentions they repeat another detention. (Double the Time).
- 4 Positive reinforcement programmes will operate in all classrooms.