

# Wilmington Primary School Behaviour Management Policy

Wilmington Primary School is a safe, positive, caring environment, which prepares students for the future and assists them to reach their full potential.

## **At Wilmington Primary School we aim:**

- To provide relevant, engaging and structured learning programs which cater for the needs of all students
- To recognise and encourage student effort, progress and achievement
- To develop resilient, respectful, responsible learners
- To provide an environment which is harmonious, caring, safe and conducive to learning
- To recognise responsible and positive behaviour
- To develop positive relationships between all members of the school community
- To include students in the school decision making processes through student voice, forums, surveys etc
- To keep our environment free of teasing, bullying, violence, harassment and discrimination
- To provide a consistent method of dealing with irresponsible behaviour
- To give children opportunities that will enable them to be responsible for their own behaviour through the development of problem solving skills
- To work with the Wilmington Primary School community to achieve these aims

## **Responsibilities: Students**

To ensure a safe, positive, caring environment, which prepares students for the future and assists them to reach their full potential, it is a student's responsibility to:

- Respect other people and their rights
- Be courteous
- Care for themselves, other people, property and the environment
- Endeavour to do their best at all times
- Endeavour to resolve conflict appropriately by following the school's grievance procedures
- Be honest
- Follow the school rules
- Be at school on time and attend regularly
- Be positive and optimistic

### **Responsibilities: Principal**

To ensure a safe, positive, caring environment, which prepares students for the future and assists them to reach their full potential, it is the principal's responsibility to:

- Respect other people and their rights
- Ensure learning programs are relevant, engaging and structured
- Ensure learning programs cater for the needs of all students
- Ensure the school learning environment and play areas are safe and conducive to learning
- Work in partnership with the school community
- Support staff in the implementation of the Behaviour Management Policy
- Reinforce the positive encouragement staff give to children
- Assist, guide or direct students and staff when necessary
- Be available for consultation
- Co-develop individual Student Development Plans to ensure all possible support is provided for students including accessing support agencies
- Ensure appropriate training and development programs are conducted so that staff have an understanding and knowledge of behaviour management strategies
- Document all serious behaviour incidents
- Inform and liaise with parents/caregivers when serious behaviour incidents occur

### **Responsibilities: Teachers**

To ensure a safe, positive, caring environment, which prepares students for the future and assists them to reach their full potential, it is the teacher's responsibility to:

- Respect other people and their rights
- Develop relevant, structured and engaging learning programs, relevant to student needs
- Be positive, consistent (fair but firm) and clear in approach
- Develop with their students, a clear and consistent classroom behaviour code (Displayed clearly in classrooms)
- When dealing with an incident focus on safety first and then on the behaviour
- Inform parents of behaviour expectations at an early stage
- Encourage children to seek support from appropriate sources
- Support other teachers through administering appropriate consequences
- Have a clear understanding of the policy and implement agreed policy procedures
- Teach, model and practise responsible behaviours on a regular basis and explain the reasons for positive and negative consequences
- Assess, record and report on student learning and social skill development
- Communicate regularly with parents/caregivers
- Inform parents/caregivers and principal of serious behaviour incidents
- Record behaviour incidents on School Incident Report and give a copy to the principal

### **Responsibilities: Support Staff**

To ensure a safe, positive, caring environment, which prepares students for the future and assists them to reach their full potential, it is the support staff's responsibility to:

- Respect other people and their rights
- Provide support for students under the direction of the class teacher and/or principal
- Teach, model and practise responsible behaviours on a regular basis and explain the reasons for positive and negative consequences
- Be positive, consistent (fair but firm) and clear in their approach
- When dealing with an incident focus on safety first and then on the behaviour
- Encourage children to seek support from appropriate sources
- Support other teachers through administering appropriate consequences
- Have a clear understanding of the policy and implement agreed policy procedures

### **Responsibilities: Parents/Care-givers**

To ensure a safe, positive, caring environment, which prepares students for the future and assists them to reach their full potential, it is the parent's/caregiver's responsibility to:

- Respect other people and their rights
- Have an understanding of the Wilmington Primary Student Behaviour Management Policy
- Support the school personnel and their child/ren in the implementation of the Student Behaviour Management Policy
- Ensure their child/ren arrive at school on time and attend regularly
- Ensure their child/ren is/are picked up promptly after school or notify the school

This may include:

- Becoming involved in activities within the school where possible
- Encouraging and supporting children in their learning
- Attending meetings or conferences with regard to their child's learning and/or behaviour
- Working with the school on their child's learning and/or behaviour issues
- Ensuring the school has an alternative person to contact should they not be at home
- Notifying the school of any events which may impact on their child's day

### **Acknowledgement of Responsible Behaviour**

This will be on a whole school, classroom and/or individual basis.

Acknowledgement may include:

- Stickers
- Stamps
- Certificates
- Individual or team points
- Display student achievements

- Share student achievements with other classes and/or staff
- Positive communication home
- Extra responsibility
- Verbal encouragement/acknowledgement
- Smiles
- Winks
- Nods
- Handshakes
- Acknowledgement in class/school newsletters
- Recognition at assemblies
- Negotiated choice activities
- Prizes
- Recognition by other students, staff, parents or community members.
- Rewards

### **Responses to Irresponsible Behaviour**

The response to irresponsible behaviour will be dependent on the individual needs of the student, frequency and severity of the behaviour.

School level responses include:

- Verbal reminder of appropriate behaviour
- Formal reminder / choice
- Alternative seating
- Practise correct behaviour
- Apology
- Play restrictions eg. Restricted to a particular area of the yard
- Activity restrictions
- Alternative activity / play under supervision
- Sit out
- Cool down time
- Time out
- Parent/ Caregiver contact and/or interview
- Logical consequences
- Tagging: student remains with duty teacher
- Exit to office
- Behaviour change plan
- Harassment / grievance procedures
- Send Home
- Police Contact
- Suspension (internal or external)
- Exclusion
- Student Development Plan
- School or community service

When irresponsible behaviour is ongoing and/or severe, referral to support services will be discussed with parent / caregiver.

## **Steps**

### **Step 1**

Reminder

### **Step 2**

Warning

### **Step 3**

Class Time Out – note describing the incident is sent home to be signed and returned

### **Step 4**

Buddy Time Out - note describing the incident is sent home to be signed and returned

### **Step 5**

Office Time Out – from the time of the incident to the end of the day. If Principal is out of office, time will be spent in other buddy class

### **Step 6**

Send Home

### **Step 7**

Internal Suspension as per DECD procedures

### **Step 8**

External Suspension as per DECD procedures

# Wilmington Primary School Rules

## Treatment

- **Treat others with respect**

- Use good manners
- Consider other people's needs and feelings
- Treat others the way you would like to be treated

- **Treat the environment with respect**

- Dispose of rubbish appropriately
- Reduce, re-use, recycle
- Use water sensibly

- **Treat all property with respect**

- **Solve problems calmly**

- Cool down
- Talk to each other
- Ask for help if needed

## Safety

- Walk inside buildings
- Play ball games on courts and oval
- Wear a broad brimmed hat after 10am. and if outside for more than 10 minutes
- Walk around corners
- Walk bikes on school grounds
- Play and work safely
- Don't climb trees / Slippery Dip
- No rough play
- Use equipment as instructed
- Enter school grounds after 8.30 am
- No personal games equipment to be brought to school for play
- Stay on school property unless you have permission to leave

## Responsibilities

- Pack up/ Return equipment on first bell at the end of recess or lunch
- No play on equipment after first bell at the end of recess or lunch
- Be on time for lessons during school time (if more than 2 minutes late, equivalent time made up at next break).
- Try your hardest