BEHAVIOUR MANAGEMENT POLICY

RATIONALE

At Mel Maria Catholic Primary School behaviour management guidelines are in place to assist students in their development towards becoming responsible members of society. As a Catholic school we strive to follow the Gospel values. The belief that all people are made in the image and likeness of God is central to treating each other with dignity and respect.

At Mel Maria, we endeavour to offer a safe and secure environment where students’ emotional wellbeing is at the centre of all decision making.

Children need to be guided towards making choices that help in developing responsible behaviours that result in positive relationships. Being responsible means understanding that every action has a consequence. Our God-given gifts of free will and conscience call us to act and respond in the best possible way.

The most effective behaviour management is a result of positive relationships between families, staff and students. All those in community are called to work together to contribute positively towards the healthy wellbeing of others through agreed practices.

DEFINITIONS

Behaviour management is a process to help create teaching and learning communities where all members of the school community feel secure from harassment, aggression, violence and bullying. It is a culture and a philosophy underpinning all that happens in the school (National Safe Schools Framework).

Restorative practice is a strategy that aims at managing conflict and tension by repairing harm and strengthening relationships as a way of building community.

AIMS

- To keep Christ and his teachings at the centre of all our dealing with others.
- To establish learning as a cooperative activity.
- To nurture the right of the child to learn without disruption.
- To nurture the right of the teacher to teach without disruption.
- To ensure that all members of the school community are treated with courtesy and respect.
PRINCIPLES

1. Restorative practices are used when following up inappropriate behaviours.
2. School rules provide the school community with a code of behaviour for students.
3. Classroom rules provide a code of behaviour for students in the classroom.
4. A student who does not follow a rule is to be reminded that their behaviour is not acceptable and will be followed up.
5. Students are encouraged to describe and explain their behaviours.
6. Students who make inappropriate choices will be assured of a fresh start each day.
7. It is at the teacher’s discretion how the behaviour will be managed.
8. Staff are encouraged to recognise and acknowledge appropriate behaviour.
9. Factors to be considered when determining consequences include the age of the student, the nature of the behaviour, the number of times the student has misbehaved and any special needs of the students involved.

Refer also to the school’s Pastoral Care Policy, Child Protection Policy & School Bullying Response Plan.

CLASSROOM BEHAVIOUR

Each teacher will work with students to negotiate classroom rules. The ‘Classroom Rules’ should be clearly displayed in every room. The school vision, values, and the rights and responsibilities of each member of the school community need to be considered.

Teachers, at their discretion, may use a range of strategies to manage student behaviour. This may look different depending on the year level.

Suggested Classroom Rules

- Respect others and their property
- Allow everyone the opportunity to participate
- Be kind and courteous to everyone
- Strive for your personal best
- Always consider the needs of others
- Think before you act
- Smile and enjoy your day

Guidelines for managing student behaviour in the classroom

Step 1 - reminder
A verbal reminder of the class rules is generally the most suitable action (without halting the flow of the lesson)

Step 2 - behaviour continues or escalates
A record must be kept if the behaviour continues or escalates; an ‘in class’ consequence needs to be considered e.g. time out, moved, think sheet, time out in another class (refer to suggested strategies attached). Parents/carers need to be informed of ongoing inappropriate behaviour.

Step 3 - serious instances of inappropriate behaviour
A record must be kept and parents/carers informed of the inappropriate behaviour and the action taken.
PLAYGROUND BEHAVIOUR

Guidelines for managing student behaviour in the playground

**Step 1 - reminder**
A verbal reminder of school rules is generally the most suitable action.

**Step 2 – consequence/a record must be kept**
For repeated inappropriate behaviour children will be reminded of school rules and given a consequence (refer to suggested strategies attached). A record must be kept.

**Step 3 - parents are to be informed of the inappropriate behaviour and the action taken.**
In the event of a behaviour that affects or has the potential to affect the safety of others, the duty teacher is to attend to any upset children and to send the child misbehaving to a designated area for follow-up. The parents/carers of all children involved are to be informed.

**SUGGESTED STRATEGIES FOR MANAGING STUDENT BEHAVIOUR**

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<td>Raffle tickets</td>
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<td>Worker of the Week</td>
<td>Identify students’ strengths</td>
<td>Visit Assistant Principal</td>
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<td>Worker of the Day</td>
<td>and interests to redirect behaviours</td>
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<td>Marble jar</td>
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<td>Refer to Catholic Education Commission of Western Australia (CECWA) policies for student exclusion</td>
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<td>Principal’s Award</td>
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<td>Assistant Principal’s Award</td>
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**SUGGESTED RESOURCES**

Sample ‘Think Sheets’ are attached as a resource to use when managing student behaviour. It is at the teacher’s discretion as to when and for what purpose these may be used including filing, informing parents and for admin purposes.

**REFERENCES/SUGGESTED READINGS**

3. Catholic Education Office of Western Australia: Policies Community – 2-D7 Exclusion of Students for Disciplinary Reasons
4. Friendly Kids Friendly Classrooms; Teaching Social Skills and Confidence in the Classroom, Helen McGrath & Shona Francey, Longman, 2001
6. The Friendly Schools and Families Project; Child Health Promotion Unit, Edith Cowan University WA, 2007
SCHOOL RULES

- School Rules apply to all school events including excursions.
- School Rules must be clearly displayed in all learning areas.
- Assemblies are to include a positive focus on school rules.

SCHOOL RULES

Show respect for yourself and others.
- Remember to use your manners at all times.
- Refrain from inappropriate physical behaviours e.g. hitting, tripping, punching, taking others property, damaging possessions.
- Refrain from inappropriate verbal and non-verbal behaviours e.g. name-calling, put downs, teasing, threatening looks or gestures, spreading rumours.
- Include and support others in your play.
- Stand up for others who may need your help.
- Play safely.
- Stay safe by only walking on all paved areas.
- Line up quickly and quietly when the bell rings.

Stay within the designated play areas.
- Students must ask the duty teacher to retrieve equipment from out of bounds areas.
- Students are not permitted in classrooms or class lobbies/wet areas without a teacher being present.
- Students should not play in or around toilets.

Take pride in your school, yourself and school property.
- Use all equipment responsibly.
- Equipment and games are not permitted before or after school.
- Rubbish is to be placed in the bins provided.
- Students need to sit down in designated areas while eating.
- All food and drink must be consumed before going to play.
- No hat, no sun.
- Tailored shirts must be tucked in at all times.
- Correct uniform including footwear (predominantly white sport shoes) must be worn at all times.
SCHOOL RULES

Date _________

| Show respect for yourself and others. |
| Stay within the designated play areas. |
| Take pride in your school, yourself and school property. |

NAME: __________________________________________ Year: ______

MY THINK SHEET

Describe what happened.
Describe how you are feeling.
How do you think others may have felt?
What do you think needs to happen now?

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

Action taken:

Teacher’s Signature: _______________________ Parent’s Signature: ____________________
Date ____________

NAME ___________________________ Year _____

MY THINK SHEET

Draw a picture about what happened.

Draw a picture about how you are feeling. Draw a picture of how others may have felt.

Draw a picture about what you think needs to happen now.

Action taken:

Teacher’s Signature: _______________________ Parent’s Signature: ______________________

SCHOOL RULES

- Show respect for yourself and others.
- Stay within the designated play areas.
- Take pride in your school, yourself and school property.

Show respect for yourself and others.

Stay within the designated play areas.

Take pride in your school, yourself and school property.
Date ____________

NAME ___________________________________ Year _____

MY THINK SHEET

What happened?

________________________________________________________

How did you feel when it happened? How do you feel now?

How do you think others may have felt?

________________________________________________________

What do you think needs to happen now?

________________________________________________________

Action taken:

Teacher’s Signature: _______________ Parent’s Signature: _______________

SCHOOL RULES

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Stay within the designated play areas.
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