



East Waikiki Primary School: Managing Student Behaviour Policy

2017

Managing Student Behaviour Roles and Responsibilities

East Waikiki Primary School will collaboratively develop, document and implement a behaviour management plan that promotes positive social relations and supportive learning environments for all members of the school community. The plan will include a code of behaviour and management procedures for those who breach the code.

The Regional Executive Director of Schools (South Metropolitan Region) is responsible for:

- ↳ communicating the Department of Education Management Policy to schools;
- ↳ monitoring the implementation of the Behaviour Management Policy in conjunction with the Principal;
- ↳ providing a support service to schools to assist with whole-school planning and implementation of behaviour management plans; *and*
- ↳ monitoring the performance of East Waikiki Primary School in the area of behaviour management.

The Principal of East Waikiki Primary School is responsible for:

- ↳ ensuring that a School Behaviour Management Plan is developed through a process of consultation and regular review with the Deputy Principals, students, parents, teachers and School Council;
- ↳ acting as a coordinator between all members of the school community;
- ↳ overseeing the formulation of Policy and its distribution and review;
- ↳ ensuring a safe working environment for all;
- ↳ providing support and assistance to staff, students and parents in times of need / conflict; *and*
- ↳ ensuring that the school Behaviour Management Plan includes:
 - the school's approach to positive behaviour management;
 - the rights and responsibilities of all members of the school community;
 - the roles and responsibilities of teachers and administrators with respect to behaviour management;
 - the school rules, classroom rules, student expectations, rights and standards and code of behaviour or any other behavioural standards used in the school;
 - mechanisms for achieving a supportive culture within the school community;
 - the school's approach to the prevention of violence, harassment and bullying;
 - the school's approach to resolving conflict when problems arise;
 - a hierarchy of consequences and sanctions that can apply when students are disruptive;
 - procedures for informing and involving parents should a behavioural difficulty arise;
 - mechanisms for monitoring and reviewing the school's behavioural management plan; *and*
 - clearly defined suspension review procedures.

The Deputy Principals at East Waikiki Primary School are responsible for:

- ensuring that a School Behaviour Management Plan is developed through a process of consultation and regular review with the Principal, students, parents teachers and School Council;

- participating in the development and implementation of the school's Behaviour Management Plan;
- assisting in the training of staff in successfully implementing the school's Behaviour Management Plan;
- assisting with Policy formulation, implementation and review;
- acting as a liaison reference between staff, students and parents as part of the whole school community;
- supporting students and staff by providing Administrative input into Behaviour Management issues;
- assisting with the facilitation of a safe working environment for all stakeholders;
- providing support for staff, students and parents in times of issue / conflict;
- encouraging those students who are working well and reinforce positive behaviour;
- establishing good student relationships and a positive school atmosphere;
- setting an example to students by their own behaviour;
- ensuring that the curriculum content reflects the needs of the students in cooperation with their teaching peers;
- assisting in the creation of a whole-school learning environment which is relevant and interesting;
- consistently enforcing and reinforcing the rules and values of the school; *and*
- encouraging and involving parents in the education process.

Teachers and Support Staff are responsible for:

- ↳ participating in the development and implementation of the school's Behaviour Management Plan;
- ↳ having a thorough knowledge and understanding of the Behaviour Management Plan and their role and responsibilities in enacting them;
- ↳ encouraging those students who are working well and reinforce positive behaviour;
- ↳ establishing good student relationships and a positive classroom and school atmosphere;
- ↳ setting an example to students by their own behaviour;
- ↳ ensuring that the curriculum content reflects the needs of the students;
- ↳ creating a learning environment which is relevant and interesting;
- ↳ securing and maintaining student engagement in educational tasks;
- ↳ establishing and teaching classroom rules that are consistent with the school's Code of Behaviour;
- ↳ consistently enforcing and reinforcing the rules and agreed expectations;
- ↳ being aware of cultural and religious differences;
- ↳ assisting with the development and implementation of appropriate social / life skills *and*
- ↳ encouraging and involving parents in the education process.

When problems arise, teachers should attempt to resolve them in a calm, fair and consistent manner in accordance with the school's Behaviour Management Plan.

Students are responsible for:

- ↳ actively participating in the education process within the school community;
- ↳ showing respect and courtesy to others;
- ↳ keeping the school environment safe, secure and clean;
- ↳ ensuring they do not disrupt any one else's teaching and learning environment; *and*
- ↳ behaving in a manner which is acceptable to the school community.

East Waikiki School Council are encouraged to:

- participate in the development and implementation of the school's Behaviour Management Plan;
- assisting with Policy formulation, implementation and review;
- endorse the school's Behaviour Management Plan; *and*
- be proactive in developing partnerships with the school to achieve optimum outcomes for all students.

Parents and caregivers are encouraged to:

- ↳ be proactive in developing partnerships with the school to achieve optimum outcomes for their child;
- ↳ ensure their child participates in a broad educational program;
- ↳ communicate issues and concerns which may impact on their child's performance or progress at school;
- ↳ encourage their child to follow the guidelines set out in the Behaviour Management Plan and all School Rules and subsequent rewards and consequences; *and*
- ↳ actively participate in the development and implementation of the school's Behaviour Management Plan.

The following behaviour is unacceptable at school:

- ↳ Disorderly Conduct - situations such as fighting, throwing stones, kicking, hitting, spitting, disobeying staff, leaving the school grounds, disruption of classroom events.
- ↳ Verbal Abuse - swearing, inappropriate talking back to adults and students, ridiculing someone.
- ↳ Stealing - school property or that belonging to other people.
- ↳ Vandalism - of property, writing on walls or books, damaging schoolbooks, breaking equipment or destroying property belonging to the school or other people.

EFFECTIVE DATE: February 2017

REVIEW DATE: November 2017