

## BEHAVIOUR MANAGEMENT POLICY

### *based on the Kedron SHS Student Code of Conduct*

The purpose of the Student Code of Conduct is to teach appropriate behaviour for the core business of the school – the promotion of learning. Everyone in the Kedron Community: students, teachers, parents, support staff and administrative staff have the responsibility to respect the rights of others by respecting school rules.

## Kedron State High School Community Rights and Responsibilities

The school community maintains the rights of all personnel to:

- be treated with respect and courtesy;
- be free from harassment and to be free from physical, emotional and verbal abuse.

### Teachers

Teachers have the right to:

- pursue their work unhindered by disorderliness or disrespect.

Teachers have the responsibility to:

- teach to the best of their ability;
- consider all students as learners and care for the welfare of their students;
- model respect and courtesy;
- maintain standards of behaviour which promote learning from students in their classes.

### Students

Students have the right to:

- feel proud of their school uniform;
- pursue their studies unhindered by disruptions;
- learn through a range of learning styles and teaching practices;
- clearly understand the consequences of inappropriate behaviour.

Students have the responsibility to:

- respect the rights of other students to learn in a happy and safe environment;
- co-operate with teachers and members of the school community;
- be prepared for and punctual for all classes;
- receive and give help when needed, and to complete a good day's work;
- address others courteously;
- care for the school environment by helping to keep it clean and being prepared to remove litter;
- respect the rights and property of others;
- adhere to safety regulations;
- behave in a way that reflects well on their school;
- wear the correct uniform appropriately.

*This is just a summary of the Student Code of Conduct. We recommend that you view the entire plan at <https://kedronshs.eq.edu.au/pages/default.aspx> or you can request a copy from the school.*

## School Rules

All members of the school community must:

- respect each other's right to learn or teach unhindered;
- respect each other's property;
- be courteous and considerate at all times;
- acknowledge that graffiti and vandalism are unacceptable.

Students will not use:

- verbal or physical intimidation – the school has a hands-off policy;
- any other forms of harassment, including sexual;
- offensive language of any kind, on school premises, at school functions or when travelling to and from school.

Movement around the school buildings should be prompt, quiet and orderly.

Students may not leave the school premises during the day without approval from school administration.

Students must not be out of bounds.

Students, when wearing the school uniform or at school organised functions, will act in a manner which brings credit to themselves and enhances the good reputation of the school.

Students are responsible for the cleanliness and tidiness of the school. The following are not permitted:

- Dropping of litter/throwing of paper or foodstuffs
- Eating during class time and on verandahs
- Chewing gum
- Inappropriate use of marking pens, nikko pens and liquid paper

The following dangerous or illegal items are not to be in the possession of students on school premises or at school functions:

- alcohol
- cigarettes/vapes
- illegal drugs and/or implements for illegal substance use
- pocket knives or other dangerous items

Large sums of money and valuables are not to be brought to school. If this is unavoidable then these items should be left in the school office during the school day. If mobile phones are brought to school they must be turned off. The school accepts no responsibility for the loss or theft of mobile phones.

## Classroom Rules

In addition to school rules which must always be heeded, the following should also be observed in the classroom:

- talking: speak one at a time, use a respectful voice
- movement: be in the right place at the right time
- learning: arrive prepared, stay on task
- treatment: keep hands and feet to yourself, follow teacher directions
- conflict: negotiate arguments and problems through appropriate communication.

*Other class rules and procedures will be negotiated by teachers and students.*

## Recognition of Appropriate Behaviours

Kedron State High School has in place a range of proactive whole-school processes and strategies that:

- facilitate the development of acceptable standards of behaviour to create a caring, productive and safe environment for learning and teaching;
- promote an effective learning and teaching environment that allows positive aspirations, relationships and values to develop;
- foster mutual respect;
- encourage all students to take increasing responsibility for their own behaviour and the consequences of their actions.

In order to recognise and celebrate the success of students who behave appropriately we:

- acknowledge positive behavior by presenting recognition awards;
- celebrate academic performance, diligence and conduct;
- celebrate achievement in the school newsletter and on weekly full school and year level assemblies.

We identify through our school reporting system that an excellent standard of behaviour is awarded when a student:

- always shows respect and consideration for others;
- always demonstrates appropriate conflict resolution strategies;
- always works well with staff and visiting teachers;
- works very well with limited supervision and employs safe practice at all times;
- consistently and independently follows teacher directions and instructions;
- always models correct behaviour for other students;
- requires no behaviour management intervention.

We identify through our school reporting system that an excellent standard of effort is awarded when a student:

- consistently and independently remains on task, is focussed and manages time very effectively;
- consistently and independently applies effort;
- always aims for mastery/extension tasks;
- actively seeks feedback and consistently utilises teacher feedback given in drafting and via other means;
- actively and appropriately contributes to class discussions and takes responsibility for own learning;
- is always punctual and prepared with all equipment;
- is always organised and presents work clearly and neatly;
- submits all assessment and homework tasks on time.



# Management of Inappropriate Behaviours

The classroom teacher is primarily responsible for the development of appropriate behaviour. Administration personnel, HOD's, Year Co-ordinators and the Guidance Officer may be called upon when students don't respond to the class teacher's instructions. A supervised Withdrawal Area is used for lunch-time detentions and withdrawals from class. After-school detentions may be set by the Year Co-ordinator, Head of Department or Deputy Principal. Parents are notified if a student is given an after-school detention.

Level	Behaviour	Possible Consequences
Minor Behaviours Class Teachers	Inappropriate student behaviours to be dealt with at this level may include but are not limited to: <ul style="list-style-type: none"> <li>• minor incidents;</li> <li>• ignoring instruction;</li> <li>• lateness to class;</li> <li>• littering;</li> <li>• inappropriate use of electronic devices;</li> <li>• uniform/hair/makeup/jewellery transgressions;</li> <li>• swearing;</li> <li>• eating/drinking in classrooms/foyers.</li> </ul>	Teacher initiated actions may include but are not limited to: <ul style="list-style-type: none"> <li>• verbal negotiation;</li> <li>• reminder of classroom expectations;</li> <li>• in-class separation or isolation;</li> <li>• removal from classroom for one-on-one resolution;</li> <li>• send student to buddy class;</li> <li>• assign student to accompany you on yard duty;</li> <li>• assign student a lunchtime detention;</li> <li>• contact with parents.</li> </ul> <p><i>If repeated applications of the above actions produce no improvement in the student's behaviour, then the student should be referred to the Curriculum Head of Department or Year Level Coordinator for action at Level 1. Teachers will record information onto OneSchool</i></p>
Level 1 Major Head of Department or Year Level Coordinator	Inappropriate student behaviours to be dealt with at this level may include but are not limited to: <ul style="list-style-type: none"> <li>• continued Minor behaviours;</li> <li>• referrals from class and/or Year Level Coordinators</li> <li>• repeated defiance;</li> <li>• all forms of bullying;</li> <li>• verbal misconduct;</li> <li>• truancy;</li> <li>• inappropriate behaviour or being an unapproved passenger in student vehicle for travel to and from school.</li> </ul>	The Head of Department/Year Coordinator will initiate actions which could may include but are not limited to: <ul style="list-style-type: none"> <li>• monitoring program;</li> <li>• resolution meeting as required between coordinator, aggrieved party and student;</li> <li>• referral for assessment and specialist support Learning Support Teacher, Advisory Teacher, Guidance Officer;</li> <li>• Individual Behaviour Support Plan (Yellow Card);</li> <li>• recess or after school detention;</li> <li>• restitution;</li> <li>• parent contact;</li> <li>• interagency referral;</li> <li>• referral to Deputy Principal.</li> </ul> <p><i>NB: Case Manager (usually Year Coordinator) to record all incidents and actions on One School</i></p>
Level 2 Major Deputy Principall Sector HOD	Inappropriate student behaviours to be dealt with at this level may include but are not limited to: <ul style="list-style-type: none"> <li>• continued level one behaviours;</li> <li>• stealing;</li> <li>• unexplained absence;</li> <li>• inappropriate use of vehicle by student travelling to and from school;</li> <li>• physical aggression;</li> <li>• smoking/vaping;</li> <li>• pornography;</li> <li>• intimidation of staff;</li> <li>• vandalism;</li> <li>• verbal abuse;</li> <li>• sexual harassment;</li> <li>• posting of inappropriate content involving our staff, students or school, our school uniform or images that are used without permission;</li> <li>• repeated breach of electronic device policy.</li> </ul>	Deputy Principal initiated actions in response to inappropriate student behaviour may include but are not limited to: <ul style="list-style-type: none"> <li>• a Red Card implemented</li> <li>• parent/carer interview;</li> <li>• detention;</li> <li>• referral to outside agency;</li> <li>• referral to/consultation with the Principal;</li> <li>• recommend suspension to Principal;</li> <li>• recommend exclusion to Principal;</li> <li>• restorative conference on return from suspension;</li> <li>• Discipline Improvement Plan implemented where appropriate;</li> <li>• police notification where necessary.</li> </ul> <p><i>NB: Deputy Principal to record all follow up to incidents and actions on One School</i></p>
Level 3 Major Principal	Inappropriate student behaviours to be dealt with at this level may include but are not limited to: <ul style="list-style-type: none"> <li>• extreme or repeated incidence of level two behaviour;</li> <li>• possession of drugs;</li> <li>• possession of a weapon;</li> <li>• supply of drugs;</li> <li>• use of a weapon;</li> <li>• violent assault;</li> <li>• use of digital devices to intimidate, humiliate or harass students or staff/or providing material to others for use in such correspondence;</li> <li>• sexual misconduct;</li> <li>• police related matters.</li> </ul>	Principal in consultation with Deputy Principal determines the most appropriate course of action which may include but is not limited to any of the following: <ul style="list-style-type: none"> <li>• Individual Behaviour Agreement;</li> <li>• parent/carer interview;</li> <li>• police notification (if illegal behaviour);</li> <li>• suspension in line with Education Queensland Policy; SMS-PR-021 Safe, Supportive and Disciplined Environment</li> <li>• implementation of Discipline Improvement Plan where appropriate;</li> <li>• recommendation for exclusion in line with Education Queensland Policy SMS-PR-021 Safe, Supportive and Disciplined Environment.</li> </ul>

*NB: Serious misbehaviour such as possession/supply of drugs; use of a weapon and violent assault always progress straight to Level 3 and will likely result in the most serious of consequences.*