ALBERTON PRIMARY SCHOOL

STUDENT ENGAGEMENT POLICY

Alberton Primary aims to ensure students are engaged, confident and resilient learners who feel safe and connected to their school, thus promoting student attitudes and behaviour that support each student achieving at their best.

Strategic Plan 2013 - 2016

This booklet provides clear guidelines as to the expectations, and procedures to be followed in relation to the behavioural management process at Alberton Primary School.

There is a need for a fair and consistent approach to behavioural management at all levels throughout the school. This policy encompasses classroom management and procedures for dealing with breaches of the code of conduct in the school playground including bullying. Corporal Punishment is not permitted in the school. All behaviour guidelines and rewards are based on our school values, vision and mission statement.

This booklet is designed to provide students, parents and teachers with an appreciation and understanding of strategies undertaken to ensure that the Alberton Primary School environment is safe and secure for all.

Vision

Our Vision for Alberton Primary School is one of a learning community where inspiration, team work and respect support the pursuit of excellence.

Mission

As members of this learning community we are working to improve all student outcomes, promote respectful relationships and develop connections to the school.

Values

Pride – Feeling good about yourself and everything you do.
Respect – Showing other people, by thoughts and actions, that you care about their feelings and well-being.
Empathy – Understanding other people’s feelings.
Effort – Doing your best.

Our school believes that:

- children should develop self discipline, cooperative behaviour and a healthy level of self esteem
- children are responsible for their own behaviour, language and actions
- all members of our school community share the rights and responsibilities of encouraging positive behaviour
- good behaviour needs to be encouraged through positive reinforcement
- inappropriate behaviour needs to be actively discouraged
- parents should discuss the Behavioural Management process with their children and actively support the school policy

CHILDREN'S RIGHTS

- Students have the right to be safe
- Students have the right to be treated with respect
- Students have the right to work and play without interference
- Students have the right to be treated equally and fairly

CHILDREN'S RESPONSIBILITIES

- Students must share the responsibility to keep Alberton Primary School a happy and safe place for all.
- Students have the responsibility to respect themselves and all other members of the school community
- Students have the responsibility to consider the safety of themselves and others
- Students have the responsibility not to harass or bully any other person.
- Students have the responsibility to accept and obey the school rules
- Students have the responsibility to share materials and resources
- Students have the responsibility to help care for the school environment
- Students have the responsibility to speak politely and use good manners.
SCHOOL PERSONNEL RIGHTS

- School Personnel have the right to be treated with respect.
- School Personnel have the right to carry out their professional duties in a safe and secure environment.
- School Personnel have the right to expect students to exercise self control.
- School Personnel have the right to expect children arrive at school clean, rested and healthy.
- School Personnel have the right to teach students who are punctual and regular in attendance.

SCHOOL PERSONNEL RESPONSIBILITIES

- School Personnel have the responsibility to care for the children in their charge.
- School Personnel have the responsibility to provide a stimulating classroom environment.
- School Personnel have the responsibility to communicate with parents when a need arises and to assist in developing strategies to deal with problems.
- School Personnel have the responsibility to provide a safe environment for all children.

PARENT RIGHTS

- Parents have a right to expect their children to be taught effectively and be treated with care, understanding and respect.
- Parents have a right to meet with school personnel (by appointment).
- Parents have a right to have access to reports on their children's progress and development.
- Parents have a right to be involved in school issues and to have their thoughts and opinions given serious consideration by school personnel.

PARENT RESPONSIBILITIES

- Parents have the responsibility to ensure that their children are sent to school clean, rested and healthy.
- Parents have the responsibility to encourage their children to develop a positive attitude towards school.
- Parents have the responsibility to ensure their children are punctual and regular in attendance.
- Parents have the responsibility to support their children at school.
- Parents have the responsibility to discuss any concerns, worries or opinions with school personnel in a courteous and respectful manner.
ALBERTON PRIMARY SCHOOL'S GOLDEN RULE IS:

WE WILL SHOW RESPECT AND CARE FOR ALL PEOPLE AND PROPERTY.

The following positive behaviour will be acknowledged with the classroom rewards system:

Students will
- Follow instructions the first time they are given.
- Using good manners.
- Speaking nicely to each other.
- Being kind to each other.
- Respecting all members of the school community.
- Complete their work to the best of their ability.

Classroom and whole school rewards:
- Rewards for positive behaviour are determined by the teacher and may include Merit Certificates, bonus activities, stickers, etc.
- Principal’s Awards, Student of the Week and Staff weekly awards are presented each week at assembly.

CLASSROOM MANAGEMENT

CONSEQUENCES FOR MINOR INAPPROPRIATE BEHAVIOUR
Examples: Defiance, Disrespect, Non-compliance, Out of Bounds area, Disruption, Inappropriate language, Teasing, Physical contact, Physical aggression/rough play, Lateness, Property misuse, Littering, Swearing.

STEP 1 WARNING
- Child is given a clear direction for the inappropriate behaviour to cease.

STEP 2 ISOLATION
- If inappropriate behaviour continues, the child will be isolated in a nominated place in the classroom for a specified time.
- The classroom teacher will speak to the child at next break about their behaviour.
- The teacher will negotiate with the child in order to return to the class activities.

STEP 3 TIME OUT
- If inappropriate behaviour continues further, the child will be escorted to a teacher’s buddy room where the child remains until the next opportunity.
- No communication is to take place between the buddy teacher and the offender who is isolated within a discrete area of the room.
- At the end of the session the child will be escorted back to the class teacher by the buddy teacher.
- The classroom teacher will negotiate with the child regarding return to normal classroom activities.
- Students must speak to their teacher before going to recess.
- Student behaviour is entered in the Classroom Management Book and a letter along with a copy of the Student Welfare and Management Policy is filled out and sent home to be signed by the parent / carer and returned the next day.

CONSEQUENCES FOR MAJOR INAPPROPRIATE BEHAVIOUR
Examples: Harassment/ Bullying, Vandalism, Lying, Cheating, Theft, Defiance, Threatening/abusive language, Fighting/physical aggression, Inappropriate use of Digital Devices.

STEP 4 PRINCIPAL’S OFFICE
Students who repeatedly use major inappropriate behaviour will be sent to the Principal’s office. The student will complete a Reflection sheet on their behaviour. Parents may be contacted and further consequences will be decided.

STEP 5 INTERVIEW
- A parent interview will be organized following continued inappropriate behaviour.

RECORDING
- Parents are requested to sign an acknowledgment of the note and return it to school the next day.
- All time outs are recorded on SWIS.
- After three documented 'time outs' the student will be sent to the principal’s office and a parent interview organized

NOTES
- If a child is violent or out of control the teacher is to send a monitor to the Principal urgently requiring assistance to remove that child from their room.
If a child's behaviour is considered to be 'regularly out of control', the Principal will determine the appropriate action which may warrant a meeting with the parents, suspension or expulsion from school.
PLAYGROUND RULES
The following positive behaviour will be acknowledged with the whole school rewards system:
- Following instructions the first time they are given.
- Speaking nicely to each other.
- Using good manners.
- Playing fairly and safely.
- Observing the out of bounds areas.
- Remaining within the school grounds.

PLAYGROUND REWARDS
- Rewards will be determined by the Yard duty teacher and could include stickers, awards and other positive reinforcements

PLAYGROUND MANAGEMENT

CONSEQUENCES FOR MINOR INAPPROPRIATE BEHAVIOUR

STEP 1 WARNING
— Child is given a clear direction for the inappropriate behaviour to cease.

STEP 2 ISOLATION
— If a child receives a second warning during the same play period, they are to 'shadow' the yard duty teacher for a period of time.

STEP 3 - TIME OUT
— Repeat offences and/or serious misbehaviour will result in immediate time out from the playground.
— Information will be recorded in SWIS.
— The child will be required to write an explanation of their behaviour.

STEP 4 – PRINCIPAL'S OFFICE
— Repeat Offenders within the same day will be sent to the Principal’s office.
— A note will be sent home explaining the child's inappropriate behaviour which lead to time out from the playground.
— Parents will be requested to sign an acknowledgment of the note and return it to school the next day.

CONSEQUENCES FOR MAJOR INAPPROPRIATE BEHAVIOUR
— Student removed from the playground.
— Student has time out and sees the principal.
— Principal contacts parents.

RECORDING
- All time outs are recorded on SWIS. When a note (from teacher listing the incident) is sent home explaining the child's inappropriate behaviour which leads to time out from the playground, parents are requested to sign the note and return it to school the next day.
- All notes are entered into SWIS.

BEHAVIOUR REVIEW
- Student Behavioural records will be reviewed by the staff monthly and if there are concerns with a child's behaviour, the parents may be notified of the repeated incidents of misconduct.
- If a child's behaviour is considered to be 'regularly out of control' the Principal will determine the appropriate action which may warrant suspension or expulsion from school.
BULLYING MANAGEMENT

Bullying is never a good thing for bullies or victims. Some people let bullying happen because they think:

- It's just a natural part of childhood
- I was bullied at school and it didn't do me any harm
- She'll/He'll just have to learn to stand up for herself/himself
- Tell him/her to hit back harder - It's character building
- Sticks and stones may break my bones, but names will never hurt me.

At some stage in our lifetime we can all relate to one or more of the above myths.

At Alberton Primary School, we are determined to deal appropriately with bullying.

CONSEQUENCES FOR BULLYING BEHAVIOR

STEP 1 WARNING

- Child receives a warning following a discussion.
- The teacher concerned will initiate disciplinary measures eg. be isolated from other children during play time, sit in the time out area etc.

STEP 2 TIME OUT

- For second time or more serious bullying, the consequence is immediate 'time-out' from the playground or being sent to the principal
- Student is to complete a written account of the incident.
- There will be an incident form completed by the supervising teacher.
- A note will be sent home to be signed by parent and returned to school and or parents notified by phone.
- On return of form, the students involved will be counselled by the Principal.
- A meeting with the parents may be requested.
- The victim’s parents will be notified so that they are aware that intervention strategies are being implemented.

STEP 3 INTERVIEW

- For repeat offences or for persistent bullying offences, all parties may be invited to discuss the matter with the Principal.
- All incidents of bullying will be fully investigated and documented and parents of both the bully and the victim will be informed of outcome.
- Ongoing counselling and support will be provided to both victim and bully.

NOTES

If bullying continues following counselling, the Principal will determine the appropriate action which may warrant suspension or expulsion from school.

CAMPS AND EXCURSIONS

- It is considered a privilege, not a right, for a child to attend a school excursion or camp.
- A child who regularly displays inappropriate behaviour whilst at school may not be seen to have earned the privilege of attending the excursion or camp.
- School Personnel have the right to exclude a child from attending an excursion or camp. Parents will be notified of the reason for exclusion.
- Children attending excursions or camps are expected to obey camp/school rules at all times. Before a school camp parents and children will be expected to sign a contract promising to abide by the camp/school rules.
- In the event of a child displaying severe or consistent inappropriate behaviour whilst on camp the parents will be contacted and asked to collect their child.
- The child will be expected to attend school in an alternate class until the end of camp.