

Student Discipline

Source of Obligation

The Victorian Registration Standards (s 4.3.1(6)) (CECV Guidelines ref 4.5) require that our policies relating to the discipline of students are based on principles of procedural fairness and must not permit corporal punishment.

Discipline Policy

Every student has the right to a learning environment free from bullying and intimidation and to feel safe and happy at school. They also have the right to be treated fairly and with dignity.

Discipline is necessary to ensure the safety and welfare of all our students, teachers and staff and to provide a conducive learning environment.

This Student Discipline Policy sets the framework through which Holy Rosary manages student discipline.

This Student Discipline Policy is communicated to staff, students, parents and guardians and the School community:

- in the staff policy portal
- in the student induction
- in Holy Rosary's prospectus
- in Holy Rosary's annual report
- on the Holy Rosary website.

Prohibition of Corporal Punishment

It is our policy that corporal punishment is prohibited.

The use of any corporal punishment by a staff member is strictly prohibited. Any staff member who breaches this rule will be subject to disciplinary proceedings which may include dismissal.

Behaviour Management

Holy Rosary seeks to develop a culture of positive discipline by setting clear expectations of students and encouraging positive behaviour. Strategies for developing this culture include:

- clearly setting expectations with respect to student behaviour
- establishing specific teaching and learning programs
- communicating expectations with the wider school community
- acknowledging positive behaviours in a range of ways from informal verbal acknowledgement through to structured merit awards
- maintaining records with respect to student behaviour.

Holy Rosary has developed a policy which is consistent with the CEM Policy Pastoral Wellbeing of Students which encompasses the above strategies.

Procedural Fairness

Students have a right to procedural fairness in dealings that involve their interests. This includes disciplinary decisions.

The principles of procedural fairness include the right to:

- know what the rules are, and what behaviour is expected of students
- have decisions determined by a reasonable and unbiased person
- know the allegations that have been made, and to respond to them
- be heard before a decision is made
- to have a decision reviewed (but not so as to delay an immediate punishment).

Holy Rosary is committed to ensuring procedural fairness when disciplining a student.

The Rules and the Expected Standard of Behaviour

Students are expected to abide by the rules of the School, and the directions of teachers and staff.

Examples of written rules that students are expected to follow are dealt with in:

- Student Behaviour
- Alcohol (Student Use Of)
- Assault (Student Against Student)
- Bullying Prevention & Intervention
- Cyber Safety
- Drugs - Illicit (Student Use Of)
- Information & Communication Technology
- Mobile Phones (Student Use Of)
- Student Non-Attendance
- Student Code of Conduct
- School Rules
- Uniform Policy

Consequences

There are a range of consequences that students will face if they breach School rules, or are disobedient. These include:

- warnings or reprimands (verbal and written)
- parent contacted (phone calls and/or meetings)
- completion of think-sheets
- time outs
- cancellation of privileges
- withdrawal from school activities

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- lunch time detentions
 - suspension
 - expulsion
 - exclusion.

A decision to suspend or expel a student may only be made by the Deputy Principal or the Principal.

Procedures for Suspension, Expulsion and Exclusion

Holy Rosary has developed specific procedures that must be followed when considering the suspension or expulsion of a student. Refer to our Suspension and Expulsion Policy.

Individual Behaviour Management Plan / Student Safety Plan

Individual behaviour management plans may be made in certain circumstances.

Behaviour Management Plans will be negotiated between school staff, students and parents/guardians, and will consider the student's:

- age
- developmental needs
- behavioural context.

Desired behaviour/goals of the student will be clearly described. The plan will outline changes required to the learning environment to support the student to modify their behaviour.

The School will refer the student to other support available and review, assess, change and modify the plan as needed.

Implementation

This Policy is implemented by:

- staff training and professional development opportunities in behaviour management
- communicating this policy to the School community
- monitoring the effectiveness of the policy
- reviewing and evaluating the policy annually.

This Policy and other behaviour management policies and procedures including steps for managing suspensions and expulsions are communicated to staff, students, guardians, parents and the School community through:

- the Holy Rosary website
- Staff Handbook
- Student induction processes
- announcements in the weekly newsletter.

Holy Rosary has set up a series of compliance tasks in CompliSpace Assurance, to ensure that key obligations under the Victorian Registration Standards and CECV Guidelines are managed effectively.

Related Policies

- Suspension and Expulsion Policy
- School Rules
- Bullying Prevention & Intervention
- Drugs - Illicit (Student Use Of)
- Uniform Policy

Evaluation & Review

This policy will be reviewed as part of Holy Rosary's overall cyclical review process and should be read in conjunction with the Holy Rosary Child Safe policies.

This policy was ratified by the Holy Rosary Governing Authority in 2020.

APPENDIX 1 – HOLY ROSARY SCHOOL RULES

HOLY ROSARY SCHOOL RULES

At Holy Rosary we...
Respect ourselves
Respect others
Respect the environment

AT HOLY ROSARY WE RESPECT OURSELVES

- At Holy Rosary we are aware of our feelings, behaviour and learning.
- At Holy Rosary we take pride in the presentation of our self and our work.
- At Holy Rosary we have a go and do the best we can.
- At Holy Rosary we respect ourselves by owning our choices.
- At Holy Rosary we are responsible for our own actions and behaviours.
- At Holy Rosary we learn from our mistakes.
- At Holy Rosary we resolve our problems.

AT HOLY ROSARY WE RESPECT OTHERS

- At Holy Rosary we think through our actions and accept responsibility for the consequences.
- At Holy Rosary we are aware of others and acknowledge and celebrate their achievements.
- At Holy Rosary we keep our hands off others and don't use "put-downs".
- At Holy Rosary we use positive language and our manners.
- At Holy Rosary we play fairly and take turns inside and outside.

AT HOLY ROSARY WE RESPECT THE ENVIRONMENT

- At Holy Rosary we clean up after ourselves inside and outside.
- At Holy Rosary we reduce, reuse and recycle.
- At Holy Rosary we look after all our equipment and resources and return them to their rightful places.
- At Holy Rosary we care for our natural environment.