



Student Welfare & Discipline

Context

Donburn is a caring school concerned not only to cater for cognitive growth and physical skill development but also to provide for the emotional and social needs of its students.

Children are encouraged to be confident, courteous and friendly and to be responsible for their own actions. School programs and initiatives such as Junior School Council all aim to build these skills. The members of Junior School Council represent all students from Year 3 - Year 6.

Student health and resources, external to the school, provide student services as outlined in following sections in this booklet.

Aim

This policy has been designed to protect children's rights, safety and well-being. Every endeavour is made to present rules positively. Rules are based on a school policy of care, consideration and respect.

Policy

Donburn School Rules:

- Respect the rights of other people.
- Play safely.
- Remain inside school property.
- Observe areas of bounds.
- Move safely around the school – walk between and around classrooms.
- Respect property, garden and equipment.

Donburn considers that a positive approach to behaviour is desirable to foster a school climate where personal responsibility and self-discipline will be developed.

1. Strategies to Support the Code of Conduct:

- Restorative Practice
- Reward positive behaviour.
- Foster an attitude of mutual respect, co-operation, tolerance and understanding within the classroom and school yard.
- Encourage children to reach their potential.
- Provide programs, which nurture a positive self-image.
- Establish a set of rules and rights at a classroom level, and develop an understanding of the school rules.



DONBURN PRIMARY SCHOOL POLICY

- Be consistent and fair.
- Develop pride in the school.
- Be actively involved with students.
- Ensure supervision of children at all times.

2. Classroom Management

At the commencement of the year, each class under the guidance of the class teacher, devises a set of classroom rules. Emphasis is placed on consideration for others safety and not engaging in behaviour which severely disrupts the classroom. Consequences are similar to those for breaking School rules.

3. Consequences

If students do not comply with the school rules, consequences will apply. These will be fairly, reasonably and consistently implemented.

If students choose to break rules, systematic and logical consequences will be applied as follows:

First Offence:	<ul style="list-style-type: none">• Warning recorded.
Second Offence:	<ul style="list-style-type: none">• Name recorded• Discussion and application for logical consequences may follow, e.g.: apology; make up lost time, pick up litter.• Parents are notified by phone.
Third Offence:	<ul style="list-style-type: none">• Detention for part of recess / lunch (up to one week).• Parents are notified by phone.
Severe Misbehaviour and/or Fourth Offence:	<ul style="list-style-type: none">• Parents contacted to arrange formal meeting with Principal.• Consequences decided by the Principal and outlined to the parents and student.
Continued Severe Misbehaviour may result in:	<ul style="list-style-type: none">• Support Group Discussion.• Suspension.• Expulsion.

These steps will be implemented according to the Department of Education Disciplinary Procedures.



Breach of Policy

As determined by School Principal.

Other Considerations & Related Donburn Policies

Donburn Primary School, Student Engagement & Wellbeing Policy
Donburn Primary School, Behaviour Management Policy
Donburn Primary School, Yard Duty Policy
Donburn Primary School, ICT and eSmart Policy
Donburn Primary School, Social Media Policy
Donburn Primary School, Cyber Bullying Prevention Policy
Donburn Primary School, Bullying Prevention and Management Policy
Donburn Primary School, Excursions and Camps Policy
Donburn Primary School, Attendance Policy

References

Department of Education & Training, School Policy and Advisory Guide, *Responding to Challenging Behaviours Policy*, Government of Victoria. Available from:
<http://www.education.vic.gov.au/school/principals/participation/Pages/respondingtobehaviour.aspx>
[August 2016]

Department of Education & Training, School Policy and Advisory Guide, *Discipline Policy*, Government of Victoria. Available from:
<http://www.education.vic.gov.au/school/principals/participation/Pages/discipline.aspx> [August 2016]

Department of Education & Training, School Policy and Advisory Guide, *Detention Policy*, Government of Victoria. Available from:
<http://www.education.vic.gov.au/school/principals/spag/participation/Pages/detention.aspx> [August 2016]

Department of Education & Training, School Policy and Advisory Guide, *Suspension Considerations Policy*, Government of Victoria. Available from:
<http://www.education.vic.gov.au/school/principals/participation/Pages/suspensionconsiderations.aspx>
[August 2016]

Department of Education & Training, School Policy and Advisory Guide, *Expulsion Considerations Policy*, Government of Victoria. Available from:
<http://www.education.vic.gov.au/school/principals/participation/Pages/expulsionconsiderations.aspx>
[August 2016]

Definitions

Term	Definition
Severe Misbehaviour	<ul style="list-style-type: none">• Wilful damage or harm to others or property.• Overt refusal to respond to teacher's instructions.



DONBURN PRIMARY SCHOOL POLICY

Term	Definition
	<ul style="list-style-type: none">Engaging in any behaviour which severely disrupts the classroom or playground.
Detention	Detention is the process of detaining a student from attending play in the school yard for part of recess or lunch playtimes. The student remains under teacher supervision during this time.
Suspension	Suspension is the process of excluding a student from the standard instruction or educational opportunities being provided to other students at the school for part of a day, a full day, or multiple days.
Expulsion	Expulsion is the process of permanently excluding the student from the school in which he or she is currently enrolled.

Approval

Contact Person:	Policy Owner:
Principal	Donburn Primary School Council Education Sub Committee, Teacher review group

Document Control

Version / Date Created	Nature of Amendment
Unknown	New document
May 2018	Updated format and content to reflect current practices and Department of Education Guidelines