

VILLAGE SCHOOL BEHAVIOUR MANAGEMENT POLICY

BEHAVIOUR MANAGEMENT POLICY AND PROCEDURE

1. Policy Statement

We aim for each student to develop the necessary self-esteem to monitor and control his or her own behaviour and not to be swayed by peers.

2. Prevention

We reinforce appropriate behaviour with acknowledgment and compliments to individual children or groups. We also model respectful language from staff members to students, and staff members to each other.

3. On the spot behaviour management

Village School has positive expectations of behaviour and use consultation, restorative conversations, choices and appropriate consequences for inappropriate behaviour.

Staff may ask students questions about their behaviour to prompt reflection. For example:

- What were you feeling or thinking at the time?
- Who was affected by your behaviour?
- What needs to happen to put things right?
- What could you do differently next time?

If negative behaviour persists, staff may, at their discretion, isolate the child from the context of inappropriate behaviour. Practices may include:

- Asking a child to move to another place in the room, or to leave a room and work elsewhere.
- Asking a child to stay inside during break times if supervision is available.
- Restricting the child from certain organised activities.
- Excluding the child from his/her homegroup room during break times.
- Restricting play areas or asking them to remain seated on the school verandah.

If the child does not think of a way to put things right themselves, at times it may be appropriate to suggest a way to 'fix' something that they have had a hand in causing, such as:

- Picking up equipment they have left without tidying,
- Washing an area that they may have deliberately messed up,
- Replace or help pay for anything which has been broken *deliberately*.

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The consequences should be tied to actions as far as possible, rather than punitive punishments. Corporal or physical punishment will never be used, and the school strongly condemns physical violence.

4. Restrictive Intervention

Physical restraint and seclusion are only permitted in exceptional circumstances where it is immediately required and reasonably necessary to protect the safety of a student or another person. This is a last resort and should only be used in the time that it is required to stop the immediate threat of danger to the child or others. Physical restraint or seclusion should only be used when:

- there is an imminent threat of physical harm or danger to a student or others and
- the physical restraint and seclusion are reasonable in all the circumstances and
- there is no less restrictive measure available in the circumstances.

After an incident of physical restraint or seclusion, the principal should be notified. The principal must, as soon as practicable (for example, within the same school day), inform parents/carers following an incident in which physical restraint or seclusion has been used with their child. Any incident must be documented using the *Village School Incident Report* template. The principal will ensure that appropriate support is offered to all students and staff involved in an incident of physical restraint or seclusion.

5. Ongoing behaviour management

For ongoing inappropriate behaviour, the following strategies are implemented and at the same time this is communicated to and discussed with parents/carers.

- The principal may use their discretion to suspend the child from school.
- The child may be asked to work in the office and have separate breaks from the other children under the supervision of the principal or another teacher.
- The child may lose certain privileges. Some examples of this are:
 - Free time - being asked to stay with a teacher who is on duty, during break or lunch times,
 - Use of computers or other equipment,
 - Participation in certain activities or events.
- There may be a letter sent home to parents/carers requiring their signature, informing them of certain situations related to their child's behaviour.
- The principal may expel a child from the school. This will be used as a last resort.

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6. Procedural Fairness

Village School is committed to providing procedural fairness when there is a complaint or grievance. Procedural fairness, also known as natural justice, is generally recognised as having two elements.

The right to be heard which includes that:

- The views of all parties are listened to,
- The views of adults are not prioritised over those of children and young people simply because they are not adults,
- The process is sensitive to cultural, linguistic, gender, identity and religious differences,
- the right to be fully informed of the allegations and of any other information which will be considered in making a decision,
- the right to have a reasonable opportunity to respond to the allegations and any other information that will be considered in making a decision,
- the right to an appeal.

The right of a person to an impartial decision which includes:

- the right to impartiality in the investigation and decision-making process.
- the right to an absence of bias in the decision maker

The process for dealing with complaints and grievances is outlined in the school's Communication Plan Policy (Version 1). In the event that the school cannot resolve a grievance or complaint issue, community members are advised to contact the Student Support Officer at ISV.

7. Reasons why a student can be suspended at Village School

Suspensions are a discipline measure when all other options have not worked.

Suspension may be considered if a student demonstrates any of the following behaviours while at school, travelling to and from school, or at a school activity away from the school, including travelling to and from that activity:

- behaviours that danger the health, safety, or wellbeing of any person – whether actual, perceived or threatened,
- that cause damage or destruction of property,

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- commits theft of property, attempts to commit theft of property, or is knowingly involved in theft of property,
- fails to comply with any clear and reasonable instruction of a staff member,
- consistently behaves in an unproductive manner that interferes with the wellbeing, safety, or educational opportunities of any other student,
- consistently engages in behaviour that degrades or humiliates another person based on:
 - o age
 - o gender
 - o identity
 - o impairment
 - o lawful sexual activity
 - o physical features
 - o race
 - o religious belief or activity
 - o sexual orientation

Where a decision is being considered to suspend a student, the principal, with either the Head of Inclusive Education or Deputy Principal (who will act in the role as the student's support person), will meet with the student to investigate the circumstances of the alleged incident. The following information will be considered and communicated in line with procedural fairness:

- o allow the student to have a support person from their homeroom group if requested
- o outline the reasons that the student is under consideration for being suspended or expelled.
- o provide the relevant expectations, policies, standards of behaviour alleged to be breached.
- o allow the student to provide a response, either in writing or verbally.
- o arrange a meeting with the student's parents/carers and support person, the student and the Principal.
- o arrange for an interpreter if one is required.
- o ensure that such a meeting is recorded in writing and that a decision is confirmed and conveyed.

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8. Grounds for expulsion at Village School

As a last resort, the principal may expel a student from the school if, whilst attending school, travelling to and from school, or engaging in any school related activity away from school (including when travelling to or from that activity) the student:

- Demonstrates extreme behaviours that danger the health, safety, or wellbeing of any person – whether actual, perceived or threatened
- causes significant damage to or destruction of property
- commits, or attempts to commit, or is knowingly involved in the theft of property
- possesses, uses or sells or deliberately assists another person to possess, use or sell illicit substances or weapons
- fails to comply with any clear and reasonable instruction of a staff member so as to pose a danger, whether actual, perceived or threatened, to the health, safety or wellbeing of any person,
- consistently behaves in an unproductive manner that interferes with the wellbeing, safety or educational opportunities of any other student
- consistently engages in behaviour that degrades or humiliates another person based on:
 - o age
 - o gender
 - o identity
 - o impairment
 - o lawful sexual activity
 - o physical features
 - o race
 - o religious belief or activity
 - o sexual orientation

In the first instance all incidents that relate to either suspension or expulsion will be documented on the *Village School Incident Report* template and reviewed by the Principal. The incident report will be filed in the Village School Staff SharePoint Admin (Suspension and Expulsion file) and reviewed and monitored accordingly.

At the beginning of each academic year the Behaviour Management Policy is shared electronically with parents/carers.

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