



# EMMANUEL ANGLICAN COLLEGE PRIMARY STUDENT BEHAVIOURAL MANAGEMENT SYSTEM

The Behaviour Management framework at Emmanuel Anglican College is underpinned by the following rights and responsibilities.

- The right of all staff, student, parents and visitors to be treated with dignity and respect.
- The right of students to learn through a range of learning styles and teaching practices.
- The right of all staff, student, parents and visitors to be free from harassment, physical abuse, emotional abuse and verbal abuse.
- The right of all staff, student, parents and visitors to be to be communicated with clearly, politely and respectfully.
- The right of all students to feel secure in an environment free from negative actions from others and from harmful substances and objects.
- The right of all students to study, work and pursue activities in pleasant, well-kept surroundings.
- The right of staff to pursue their work unhindered by disorder or disrespect.
- The right of staff to find fulfillment in their vocation.
- The right of students to feel proud of their College uniform.
- The right of students to solve their own problems when appropriate and manage their own behaviour.
- The right of students to understand and have prior knowledge of the consequences of inappropriate behaviour.
- The right of students to have their personal belongings treated with care.

*From these rights come a set of responsibilities with respect to:*

- Learning and work ethic
- Appropriate classroom behaviour
- Appropriate out of class behaviour
- Positive interaction with all members of the College Community
- Uniform and grooming
- Property
- Appropriate use of the internet, email and mobile phones
- Smoking, alcohol and illegal drugs
- Consideration for the ethos and values of Emmanuel Anglican College

## **EMMANUEL ANGLICAN COLLEGE STUDENT MANAGEMENT SYSTEM**

*The following particular behaviours are unacceptable:*

- Disrespect and contempt for the ethos and values of Emmanuel Anglican College
- Disregard for uniform expectations
- Disruptive behaviours which affect the learning of others and the ability of the teacher to teach effectively.
- Dropping of litter
- Use of obscene or offensive language, or images designed to offend
- Noisy and boisterous behaviour at an inappropriate time
- Harassment, intimidation and bullying
- Truancy or out of bounds
- The throwing or projecting of any object unless a sanctioned activity
- Spitting and/or chewing gum
- Graffiti and vandalism in all forms
- Deliberate damage to property, facilities and others' belongings
- Possession of dangerous and/or restricted items
- Possession, distribution and use of alcohol, cigarettes, prescription and illegal drugs.
- Unlawful behaviour
- Inappropriate physical contact
- Cheating in any context

*The following items are restricted and must not be brought to the College, except under extenuating circumstances and with the approval of the Principal:*

- Large amounts of cash \$10.00 or more
- Aerosol spray cans
- Pocket knives, sheath knives or metal rulers
- Expensive computer materials or software (without Principal permission )
- Ipods/MP3 players must not be brought to class
- Infra red hand controllers of any type
- Inappropriate magazines or comics
- Model guns or pistols
- Basketball cards or 'swap' cards of a similar nature

Special note with respect to mobile phones – MP3s/Ipods/mobile phones must be signed in at the Front Office in the morning and signed out in the afternoon.

If unacceptable items, including those listed above, are brought to College, they will be confiscated for a nominated time and only returned to a parent.



## EMMANUEL ANGLICAN COLLEGE STUDENT MANAGEMENT SYSTEM

### Classifying behaviours to apply appropriate consequences

#### 1. LEVEL ONE (LOW)

#### Examples of minor incidents or instance handled by classroom teacher.

##### (a) Misbehaviour/Uncooperative Behaviour

- Homework not complete
- Not bringing equipment and materials for class
- Lateness for class
- Minor uniform breaches, general untidiness, items of uniform missing
- The College Dress uniform shirt is to be worn tucked into the shorts.
- The College Sports shirt may be worn untucked.
- White College socks are not to be worn over tights.
- Shoes are to be polished regularly.
- Sports shoes are to be predominantly white in colour, with tops below ankle height. Fluorescent coloured trims are not acceptable, nor are predominantly black sports shoes.
- No raised soles or heels on shoes are to be worn.
- Being in classrooms without an adult present
- Litter dropping: failure to clean up after self
- Use of mobile phone in a class
- Use of ipods /MP3 device in a class
- Chewing gum
- Failure to have the Student Planner
- Failure to have the Student Planner signed
- The hair is to be worn clean and brushed at all times.
- The hair should not be worn at a length which covers the ears, eyebrows or the collar of a buttoned shirt. (Boys)
- The hair should not be shorter than a number two clipper.
- The hair should not be worn in dramatically differing lengths. This prohibits undercuts and other extreme cuts.
- Hair longer than shoulder length should be tied back -The hair can be worn in ponytails, pigtails, plaits etc. Each of these should be singularly or in pairs and should be worn away from the face. (Girls)
- Hair colours, both permanent and temporary, are not appropriate.
- Headbands and scrunches in College dress fabric may be worn at any time. (Girls)
- Other headbands, scrunches or ribbons may be worn in navy or jade. (Girls)
- Hairbands may be navy, jade or match a girl's hair colour. (Girls)
- No decorative jewellery is to be worn to College. Jewellery includes all items introduced to the hair such as beads, feathers, etc but excludes subdued coloured clips and pins.
- Watches may be worn.
- Those with pierced ears are permitted to wear sleepers or plain studs without stones or adornment or other visual feature. One stud per ear which is to be worn in the lower ear lobe.
- Necklaces of a particular significance are to be worn under the uniform

##### Consequences of Level 1

##### Misbehaviour (handled by teacher) Possible consequences:

- One-to-one discussion between student and teacher
- Notes in the Student Planner to parent
- Phone call or letter home to parents
- Lunch time detention (20 mins) (Supervised by class teacher)
- Confiscating restricted items
- Withdrawal of privileges
- Withdrawal of play time
- Notification of student's behaviour to Stage Coordinator
- Lunch time clean up (20 mins). Supervised by the class teacher
- Writing College rules
- Warning name on the board → Warning 2
- Time out - Withdrawal of student to isolation desk within own class.
- Use of the Time out or Time out 2 planning sheets
- Withdrawal of student to buddy classroom
- Anecdotal record of student's behavior
- Recorded in Playground Incident Folder
- Letter to parents re homework or out of uniform

so that they cannot be seen. The determination of significance will be through discussion with College staff who have been assigned responsibility in this area.

- Nail polish and cosmetics are not to be worn to College; nails are to be short enough so that they cannot be seen when looking at the palm of the hand.
- Nails are to be clean and trimmed.
- Clear lip balm is allowed.

**(b) Respect**

- Impolite and rude behaviour
- Indifference to a reasonable request
- Fooling about by pushing & shoving

**(c) Attention Seeking**

- Talking at inappropriate times
- Disruptive behaviour
- Asking inappropriate questions

**(d) Workplace Health & Safety Rules**

- No hat no play
- No running on cement
- No playing on playground equipment without an adult present
- No playing in out of bounds area
- Students must sit down while eating and remain in correct eating areas
- Must remain in the College grounds.



## EMMANUEL ANGLICAN COLLEGE STUDENT MANAGEMENT SYSTEM

### Classifying behaviours to apply appropriate consequences

#### 2. LEVEL TWO

##### Examples of repeated or more serious misbehavior handled by Stage Coordinator following investigation and referral by teacher.

- Failure to attend lunch detention supervised by class teacher
- Leaving the class without approval
- Any of the low level misbehaviours on a consistent basis that suggest a pattern of misbehaviour is developing:
  - 3 'Time out plans' have been completed in class in one term
  - persistently wearing the uniform incorrectly
  - poor effort on a regular basis in class
  - regularly late to class
- Blatant disobedience, dishonesty, discourtesy or insolence
- Disrespect eg Back-chatting
- Water fights
- Throwing of objects in the grounds or elsewhere that are likely to cause harm or damage (e.g. stones)
- Teasing, including personal, racist or sexist taunts
- Absence from proper place (e.g. assembly) during College time
- Possession of (non dangerous) restricted items
- Cheating
- Use of inappropriate language
- Persistently disobeying Occupation Health & Safety Rules
- Persistently disobey College expectations

##### Consequences of Level 2 misbehaviour

**To be dealt with at the Stage Coordinator level after advice supplied by the teacher(s) concerned.**

##### Possible consequences, amongst others:

- Parent notification in the diary, telephone or by formal letter
- Parent interview with student, teacher and Stage Coordinator /Primary Coordinator
- Behavioural Monitoring Cards implemented
- Individual Behaviour Management Plan implemented
- Isolation of student
- Withdrawal of privilege
- Participation in a restorative process e.g. Social Skills Program
- Lunch time detention supervised by nominated Stage Coordinator/staff
- Anecdotal record of student's behavior
- Notification placed on student's file



## EMMANUEL ANGLICAN COLLEGE STUDENT MANAGEMENT SYSTEM

### Classifying behaviours to apply appropriate consequences

#### 3. LEVEL THREE

<p><b>Examples of repeated or more serious behaviours handled by Deputy Principal following investigation and referral by Stage Coordinators.</b></p> <ul style="list-style-type: none"> <li>• <b>Serious Misconduct</b></li> <li>• Vandalism / Graffiti</li> <li>• Damage to College property or equipment</li> <li>• Unacceptable moral behaviour involving:             <ul style="list-style-type: none"> <li>* self-exposure/abuse</li> <li>* other persons (soliciting/sexual harassment; consorting acts)</li> </ul> </li> <li>• Possessing offensive material (pornography, illustrations)</li> <li>• Obscene or offensive behaviour</li> <li>• Offensive behaviour directed at a teacher</li> <li>• Serious instances of bullying and harassment</li> <li>• Throwing of objects eg classroom furniture that may cause harm or damage.</li> <li>• Misuse of fire equipment</li> <li>• Misbehaviour causing a major disruption of learning</li> <li>• Physically harming another student – hitting, pushing, punching, biting</li>   <li>• <b>Use/possession/sale/distribution of inappropriate items including:</b></li> <li>• Dangerous items</li> <li>• Alcohol</li> <li>• Prohibited drugs</li> <li>• Cigarettes</li> <li>• Actions which could endanger the health of self/others (e.g. glue sniffing)</li>   <li>• <b>Unlawful behaviour such as:</b></li> <li>• Theft, assault, illegal entry, possession, extortion, bomb hoaxes, uses of dangerous weapons/harmful object, forgery and arson</li>   <li>• <b>Defiant non-compliance</b></li> <li>• Persistent/willful disruption</li> <li>• Gross insolence</li> <li>• Truancy</li> <li>• Unwillingness to participate/cooperate in behaviour management strategies &amp; plans</li> <li>• Breach of negotiated management plan/probationary contract</li>   <li><b>(e) Conduct Prejudicial to the good order, reputation and discipline of Emmanuel Anglican College</b></li> <li>• Verbal or physical harassment of another person</li> <li>• Inappropriate behaviour while representing the College - including travelling to and from the College</li> <li>• Bullying &amp; Harassment</li> </ul>	<p><b>Consequences of Level 3 misbehaviour</b></p> <p><b>To be dealt with at the Deputy Principal level after advice from the Stage Coordinator concerned</b></p> <p><b>Possible consequences amongst others:</b></p> <ul style="list-style-type: none"> <li>• Parent interview</li> <li>• Behavioural Monitoring Cards implemented</li> <li>• Individual Behaviour Management Plan implemented</li> <li>• Support services may be involved</li> <li>• Restitution may be required</li> <li>• Police referral</li> <li>• Participation in a restorative process</li> <li>• Withdrawal of privilege</li> <li>• Isolation from student body</li> <li>• Internal suspension to Stage Coordinator's/ Primary Coordinator's classroom.</li> <li>• After College hours detention.</li> <li>• Suspension (In consultation with the Principal)</li> <li>• Cancellation of enrolment (Principal only)</li> </ul>
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