



Positive Behaviour Reinforcement and Discipline Policy



□ **Introduction**

The welfare of students and the relationship that exists between them and the teaching staff is central to the overall harmony within the School.

An environment that is safe and clean and an atmosphere that is warm and encouraging in its praise and fair and consistent in its discipline, will best enable staff to teach most effectively and enable children to learn and mature. The purpose of this policy is to provide the framework for such a School to exist and prosper and aims to concentrate on developing students who are self disciplined and who learn to take responsibility for their own actions.

The two central components of the Arden Anglican School Positive Behaviour Reinforcement and Discipline Policy are;

- Positive Behaviour Reinforcement
- Behaviour Management

The successful implementation of this policy rests upon the delicate, yet vital nexus, that exists between these two elements. Children must recognise that there is tangible recognition for good behaviour in precisely the same way as there are consequences for inappropriate conduct.

It can not be overstated that if maximum benefit is to be derived from this policy, School and home must work together. The more closely these two pivotal aspects of a child's life can reflect one another, the greater the opportunity to create a happy, well balanced child who is inclined towards respecting the needs and differences of others.

With respect to general conduct, children are encouraged to look to Christ as their role model. The characteristics that He displayed on earth and now instructs us to live through His word in the Bible are the same qualities we try to engender in the children at Arden Anglican School.

□ **Aims**

The aims of this Policy are to ;

- Instil and encourage Christian values that will promote an understanding of self and others
- Clarify behavioural expectations and promote self discipline
- Create an environment that will provide support for staff in the management of children's behaviour
- Provide for maximum learning opportunities where the children are supported in a safe, co-operative and harmonious environment
- Provide for the recognition of positive behaviour and for the consequences of inappropriate behaviour



□ **School Regulations – Acceptable Behaviour**

The rules of Arden have been laid down to ensure harmony, good tone and efficient work. When children enter the School they are expected to conform to the standards set. Behaviour expected of the students is based on respect for the good name of the School, respect for the well being of others and respect for the public and private property.

Good manners are expected at all times. Children should speak politely and show due respect to adults. An Arden student should observe a proper standard of conduct, whether inside or outside the School.

The list below is not intended to be complete but highlights the important rules for children

UNIFORM

Every item of School uniform must be CLEARLY NAMED. Raincoats should be in the school bag at all times.

- Children are encouraged to wear the Arden uniform with pride. Full school uniform including hat/cap must be worn in public. In terms 2 & 3 jacket may be worn if cold. In terms 1 & 4 no jacket is to be worn.
- During School time, jumpers should be worn rather than jackets, but jumpers should only be worn outside school when covered by the blazer
- Aprons are compulsory for girls (K-5) and are worn over frock or tunic. They should be the same length as the skirt.
- Regulation school shoes of lace up black leather are to be worn and cleaned daily.
- Sports uniform is to be worn for all PE and sport. Failure to change into PE/sport uniform will incur punishment. Name tags on outside of:
 - shirts, above crest
 - tracksuit tops, above crest
 - tracksuit pants, on front waist
 - skirts, on front waist
 - shorts, on front waist
 - swimming costumes, on front
- When representing school, only school representative sports gear is to be worn. If cold, school tracksuit is to be worn.
- Predominately white sport shoes will be worn for all sport. High cut shoes are **only** to be worn for basketball.
- Full school uniform must be worn.

HAIR

Hair is to be neat and tidy at all times.

Girls - if hair is below the collar, it must be tied back or plaited in a way that allows the hat to be worn properly and it is not to be coloured. If a ribbon is worn, it is to be green or uniform fabric and should cover any elastic. Short hair is to be pinned back off the face.

Boys - hair must be neatly cut at all times and not allowed to grow down to the collar. Spike, punk, stepped haircuts or coloured tints are unacceptable.

JEWELLERY

The only jewellery to be worn are watches, medical tags and if absolutely necessary, for girls with pierced ears, a small stud

PERSONAL PROPERTY

- All property brought to school must be clearly named.
- Any large sum of money should be left at school office for safe keeping.
- Mobile phones are not to be brought to school

- Purses and wallets should be kept in pockets of uniform – or handed to a teacher
- School bags are to be kept tidily in designated areas and other belongings are to be kept in a neat orderly fashion.
- Each child must have their own library bag.

GENERAL MATTERS

- Swearing and the use of other bad language is totally unacceptable
- Fighting, wrestling and other rough play is not permitted
- Special permission is required before any items such as radio, walkman, computer game or pet is brought to school.
- Toy guns, knives or other dangerous items are to be left at home.
- Correction fluid is not to be used at school.
- Chewing gum is not permitted at school.
- Illicit drugs and alcohol are strictly forbidden.

SCHOOL PREMISES

- On arrival at school in the morning, students should remain seated at the rear of Nelson House and in front of Johnstone House. Staff will supervise play after 8:10am.
- It is the responsibility of everyone to see that grounds are kept clean and tidy.
- Food may only be eaten in school rooms in special circumstances, e.g. wet weather.
- At recess and lunch, students are to be in the playground areas and not in classrooms except on wet days or for authorised groups.
- Playing or loitering in the cloakroom or toilet areas is unacceptable
- Concrete / asphalt areas and stairs are walking areas.

BEYOND THE GROUNDS

- Permission must be given to leave the school grounds during the day by either the Deputy Principal or Principal.
- Courtesy is to be shown to the general public. Behaviour is to be quiet and considerate when in public. Roads are only to be crossed at marked crossings.
- Eating or drinking in the street and / or public transport is unacceptable.

CARE OF SCHOOL PROPERTY

- Children are to respect and care for items which belong to the school. At the discretion of the Principal, parents may be required to make good any wilful damage to school property caused by their child.



Strategies for Promoting Acceptable Behaviour

Arden Anglican School endorses the following practices

At a whole school level

- The development and implementation of policies that provide support to staff and children in all aspects of discipline
- The provision of a challenging curriculum that meets the needs of each student and enables them to achieve success in all endeavours and develops self esteem
- The acquisition of enthusiastic, Christian staff who consistently model caring and controlled behaviour
- The provision of programs which develop self discipline, self reflection, communication and responsible decision making

At a class and individual level

1. The consistent use of positive behaviour techniques which include;
 - being punctual to class and providing a high level of supervision at all times
 - having well planned, motivating and meaningful lessons that are taught in an interesting and enthusiastic manner
 - providing a stimulating classroom environment
 - ensuring children know they and their opinions are valued
 - giving simple directions
 - expecting children to comply and follow classroom and School rules and commending those that do
 - encouraging on task learning by constantly monitoring individuals and the whole class
 - refocusing and redirecting attention when students become restless or inattentive
 - having a realistic and fair plan for managing disruptive behaviour
 - following up on any significant behaviour disruptions
2. The use of positive behaviour reinforcement (* see Awards System)

Arden Anglican School does not condone

The use of physical force, discrimination or bullying against any student

- The belittling of students
- Making promises you can not keep and applying rules arbitrarily
- Showing favouritism or begging for privileges
- Reward undesirable behaviour or slipshod work
- The use of the Principal or Deputy's office as a dumping ground



□ **Awards' System**

The achievements of the children deserve recognition through praise, encouragement, approval and the presentation of awards. The need for teachers to focus on and recognise positive behaviour is self evident. The development of an Awards System acknowledges and rewards those children whose behaviour is consistently good. These children make up the vast majority of students in our School and their conduct deserves to be recognised. It is intended that this system will keep children motivated towards displaying continually good behaviour.

Recognition of positive behaviour and attitudes must occur firstly at the classroom level and it is the responsibility of teachers to be conscious of the need to focus on positive student behaviour. Encouragement and praise to students can be conveyed both verbally and non verbally. At a classroom level, teachers can reward children's behaviour with stars, stickers, class awards, Merits and Gold Card certificates.

An appropriate awards system will lead to;

- A reduction in inappropriate student behaviour inside and outside the classroom
- Emphasis on positive student behaviour
- The development of a positive School tone

Infants' Department

Gold Cards

These are awarded to children in Years 1 and 2 for efforts worthy of praise, or for the accumulation of five house points. A tally sheet is circulated on Wednesday morning for the recording of names and Houses of those children receiving gold cards at the Wednesday Assembly. Teachers are responsible for preparing Gold Cards for presentation.

Primary Department

Merit Certificates

These are given to both encourage and reward. This can be in any sphere of endeavour and the certificates are given directly to the children by the teacher awarding them. The value of the award should be retained by ensuring that neither too few nor too many are given. Teachers keep their own records in a booklet which is handed to the office by 3:00pm Tuesday so that name can be tallied for Wednesday's assembly.

House Certificates

After gaining three merit certificates from the class teacher or three from specialist teachers, a child qualifies for a House certificate. Teachers acknowledge this by writing a child's name on a house certificate which is then given to the House Patron to sign in readiness for presentation at Wednesday's assembly.

Principal's Certificates



A Principal's 'Seal of Approval' is awarded after three House Certificates have been earned. The receptionist is responsible for giving names to the Principal. Other outstanding efforts are rewarded by special certificates, particularly in the areas of responsibility, initiative and reliability. All of the above count towards the Inter-House Competition prepared by the Deputy Principal.

Inter-House Competition

The three Houses, Birnam, Jenolan and Sherwood, compete each year in sports periods for House trophies in T-Ball, Soccer, Netball, Gymnastics, Basketball and a major end of year overall House Sports Trophy.



□ **Unacceptable Behaviours**

Minor Misdemeanours

- Breach of class rules
- Rough play
- Disobedience
- Anti-social behaviour
- Talking / pushing / shoving in lines

Major Misdemeanours

- Repeated minor misdemeanours
- Creating a dangerous situation
- Swearing
- Lying
- Lack of respect for adults
- Fighting
- Misbehaviour in public or on public transport

Serious Misdemeanours

- Repeated major misdemeanours
- Bullying * (see Policy)
- Writing obscene messages
- Stealing
- Racial remarks
- Damaging School or other's property
- Rudeness / insolence towards a teacher
- Possession of illegal objects or substances

□ **Procedure for dealing with Unacceptable Behaviours**

Action	Dealt By	Consequences
1. Minor	Class or supervising teacher	<ul style="list-style-type: none"> • Discuss inappropriateness • Suggest alternative action • Time out • Restitution – pick up papers or other school service
2. Major	Referred to Deputy Principal	<ul style="list-style-type: none"> • As above, or • Written apology • Notify parents • Weekly report • Detention
3. Serious	Referred to Principal or Deputy Principal	<ul style="list-style-type: none"> • As above, or • Parent interview with Deputy Principal or Principal • Withdrawal from class (in School suspension) • Suspension • Expulsion