



# Student Discipline Policy and Procedures

## 1. Introduction and Context

The governing body of a registered individual school must demonstrate that the behaviour management and discipline of students observes the principles of procedural fairness and the prohibition of discrimination.

## 2. Purpose and Objectives

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 and its Procedures are part of the framework through which our school manages student discipline.

## 3. Scope and Application

This Policy and its Procedures apply to all staff, volunteers and contractors at the school.

## 4. Roles and Responsibilities

### 4.1 Teachers' Responsibilities

To support teachers in attaining and maintaining Proficient Teacher accreditation, the College encourages teachers to take responsibility for managing challenging behaviour by establishing and negotiating clear expectations with students and addressing discipline issues promptly, fairly and respectfully.

To support experienced teachers in attaining and maintaining Highly Accomplished Teacher accreditation, the College encourages experienced teachers to take responsibility for developing and sharing with their colleagues a flexible repertoire of behaviour management strategies using expert knowledge and workplace experience.

To support highly experienced teachers in attaining and maintaining Lead Teacher accreditation, the College encourages highly experienced teachers to take responsibility for leading and implementing behaviour management initiatives to assist their colleagues to broaden their range of strategies.

## 5. Policy

### 5.1 Student Discipline

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 Policy sets the framework through which Roseville College manages student discipline.

### 5.2 Strategies to Promote Good Discipline

The College 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 behaviour expectations
- establishing specific teaching and learning programs
- communicating expectations with the wider College 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.

### 5.3 Prohibition of Corporal Punishment

It is our policy that:

- we prohibit corporal punishment
- we do not explicitly or implicitly sanction the administering of corporal punishment by non-school persons, including parents/guardians, to enforce discipline at the College.

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.

### 5.4 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 of students to:

- know what the rules are and what behaviour is expected of them
- have decisions determined by a reasonable and unbiased person

- be informed of, and have an opportunity to respond to, any allegations against them
- be heard before a decision is made
- have a decision reviewed (but not to delay an immediate punishment).

Roseville College is committed to ensuring procedural fairness when disciplining a student.

### **5.5 College Rules and Expected Standards of Behaviour**

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

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

- Student Code of Conduct (refer to College website and school diary)
- Student Expectations (refer to school diary) and
- Guidelines for Behaviour and Expectations (refer to school diary)
- Bullying Prevention and Intervention (refer to College website)
- Student Use of Illicit Drugs (refer to school diary)

### **5.6 Consequences**

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

- warnings or reprimands (verbal or written)
- cancellation of privileges
- withdrawal from College activities
- detentions
- suspension
- expulsion
- exclusion.

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

### **5.7 Individual Behaviour Management Plan**

Where the level of misbehaviour breaches the College's Code of Conduct, individual behaviour management plans may be made.

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

- age
- developmental needs
- behavioural context.



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

## 6. Related Procedures

### 6.1 Procedures for Suspension, Expulsion and Exclusion

Roseville College has developed specific procedures that must be followed when considering the suspension or expulsion of a student. Refer to our Suspension, Expulsion and Exclusion Procedures.

## 7. Implementation

This Policy is implemented through:

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

## 8. Policy Exemptions and Breaches

This section is not applicable

## 9. Definitions

Term	Definition
Suspension	Suspension is a temporarily removing a student from all their normal classes.
Expulsion	Expulsion is permanently removing a student from the school.
Exclusion	Exclusion is preventing a student's admission at another school, where an exclusion policy or agreement exists between the schools.

## 10. Source of Obligation

The NSW Registration Manual (B9.1) requires the College's discipline policy to be based on principles of procedural fairness. The policy must either expressly prohibit corporal punishment or clearly and exhaustively list the school's discipline methods, plainly excluding corporal punishment. A school cannot explicitly or implicitly sanction corporal punishment by non-school persons (such as parents) to enforce discipline.

## 11. Related Policies

- Student Code of Conduct (refer to College website and school diary)
- Guidelines for Behaviour and Expectations (refer to school diary)
- Bullying Prevention and Intervention (refer to College website)
- Student Use of Illicit Drugs (refer to school diary)

## 12. Policy Administration and Review

The Anglican Schools Corporation (ASC) Board approved the implementation of the CompliSpace Registration Module policies across ASC schools at its meeting of 24 November 2020 (Board Resolution 20/251). These policies support ASC and each school maintain compliance with the NSW Education Standard Authority (NESA) Registration and Accreditation for Non-Government Schools (RANGS) manual and any other relevant legal and regulatory requirements. CompliSpace review the registration module each year and whenever there are relevant legislative or regulatory changes, and update policies for review and adoption.

Some Registration Manual policies are mandatory for all schools, other policies can be adapted by schools with the approval of the School Principal or School Council as per the ASC Delegations of Authority.

*This policy is an operational school policy and approval is delegated to the school council and school principal.*