

PICNIC POINT PUBLIC SCHOOL

DISCIPLINE POLICY



‘Strive to Excel’

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Rational:

At Picnic Point Public School we aim to assist the students to be self-disciplined, independent learners, whose esteem and worth have been fostered as an integral part of the growth of the whole person. We hope that the students' knowledge and experience of our caring for them will help them to know us as people who are doing our very best for their welfare. Such understanding should lead the student to develop a responsibility for their own behaviour.

School Discipline Code:*The Principal will:*

- Provide strong and effective leadership of the school, staff, students and wider community in establishing and maintaining the highest tone and clear direction for the school.
- Provide a safe, harmonious, effective learning environment for students and staff.

The staff will:

- Provide a stable, safe and ordered environment within which students learn effectively and behave responsibly.
- Foster in the students a feeling of belonging to the school and its community.
- Promote pride in the school and inspire in students a sense of common purpose.
- Promote in students a respect for the values that underpin our society and its laws.
- Insist upon responsible student behaviour.
- Provide effective classrooms that promote enthusiasm for learning in an atmosphere free from disruptions.
- Develop practices which ensure responsible student behaviour.

The students will:

- Abide by the school's CARES rules.
- Develop self discipline by accepting responsibility for their own behaviour.
- Value the personal dignity and worth of themselves and others.

The parents will:

- Enter into a partnership with the school to achieve a productive and harmonious learning environment based on shared responsibility and mutual respect.
- Share a commitment to provide opportunities for students to take responsibilities for their own actions and learning.
- Share a responsibility for students developing socially acceptable behaviour.
- Support the school in the application of the School Discipline Policy.
- Support parent organisations and their part in the day to day running of the school.

As a result of the sensitive and cooperative implementation of the School Discipline Policy, students will be equipped to participate fully in the learning activities that are being offered.

School Rules:

The students will adhere to the school rules based on the acronym **“CARES”**

- C** Correct choices
- A** Always be in the right place
- R** Respect & responsibility
- E** Engage in learning
- S** Safety

The rules can be adhered to in the following ways:

Rule	How to apply rules in different school environments
Correct Choices	<ul style="list-style-type: none"> • Behave well at school, on excursions and when representing the school • Come to school regularly and on time • Look after all school property • Keep the classrooms and school grounds clean
Always be in the right place	<ul style="list-style-type: none"> • Keep in bounds • Do not enter buildings before 8.30am or recess/lunch without teacher permission • Follow wet weather arrangements • Keep bikes/ scooters etc in correct areas
Respect and responsibility	<ul style="list-style-type: none"> • Wear school uniform with pride • Show respect to visitors • Play sport fairly • Protect the school’s natural environment • Follow teacher instructions in a polite manner • Be courteous and respectful to peers • Be honest and truthful

Engage in learning	<ul style="list-style-type: none"> • Engage in class and in all settings • Be involved in all class and school activities • Complete assigned work and do not distract others • Be a good listener and active learner
Safety	<ul style="list-style-type: none"> • Running may occur on grass area or when playing basketball on court • Walk safely on stairs • Use safe practices in bag rooms • Move appropriately in playground areas • Wear school hat when outside

Rights & Responsibilities:

Students'

I have the right to:

- be happy and to be treated with understanding.
- be treated with respect and politeness.
- be safe.
- expect my property to be safe.
- obtain maximum benefit from all lessons and classes.
- be proud of my school.
- have a pleasant, clean and well maintained school and grounds.
- develop self discipline.
- my own opinion.

I have the responsibility to:

- with understanding and respect I must not hurt others feelings.
- not to hurt anyone.
- not to take or destroy the property of others.
- cooperate with teachers and other students and to make sure that lessons proceed and to always do my best.
- be punctual, to attend school regularly and to participate actively in all school activities.
- bring credit to myself, my family and my school.
- care for the school environment.
- exhibit self control.
- respect the opinion of others.

Strategies

Expectations of good discipline in NSW Public Schools

NSW public schools have the following requirements of all students:

- Sustained application to learning.
- Respect for other individuals and their learning.
- Courtesy to other students, to teachers and to community members.
- Due respect for teachers.
- No violence, discrimination, harassment, bullying or intimidation.
- No weapons.
- No illegal drugs, alcohol or tobacco.
- Peaceful resolution of conflict.
- Adherence to the standards of dress determined by the school community.
- Compliance with all school rules and the School Discipline policy.

While meeting these expectations, students also have the right to expect courtesy, fairness, respect and excellence in teaching.

Students and teachers have a right to be safe and happy at school. They have a right to be treated fairly and with dignity.

Keeping classroom and school rules positive and to the minimum helps to develop cooperative and responsible attitudes in the students. Trust and respect between students and teachers are basic to any positive reinforcement and behaviour modification program.

Strategies to promote good discipline & effective learning

To encourage effective discipline the school will:

- Provide appropriate curriculum to meet the needs of each child.
- Support students in achieving success in learning.
- Promote school and classroom rules that are fair, clear and consistently applied.
- Discuss with parents their role in promoting acceptable student behaviour.
- Promote consistent teacher development and training.
- Provide students with appropriate support programs e.g. counselling, remediation, behaviour modification.
- Provide programs that develop self discipline, self evaluation, communication and conflict resolution skills. e.g. personal development, peer support and leadership opportunities.

To achieve acceptable levels of behaviour and performance teachers will:

- Develop and encourage a caring atmosphere.

- Use every opportunity to be positive with students and reward for all levels of achievement/growth.
- Be consistent in expectations.
- Be seen to be fair in the eyes of the students.
- Help students to be responsible for their actions.
- Explain the school rules for student understanding.
- Give rational explanations when disciplining.
- Search for the cause of the misbehaviour.
- Involve all stakeholders when information would be helpful.

Consequences:

Dependent upon the nature of the infringement, the student will receive a verbal warning depending on the severity. If the infringement is repeated:

- The student is issued with a “Red Slip” and parents are informed via letter.
- The issuing teacher records the incident in Sentral Wellbeing module.
- The issuing teacher then ensures that the parent returns the signed notification and updates the incident in Sentral Wellbeing module to reflect the return.
- Counselling/discussion is offered by school staff to support the student into making correct choices.
- A Red Slip will exclude a student from the end of term reward.
- Each term commences with a clean record for each student.

Picnic Point Public School

Expectations Matrix

	<i>All Settings</i>	<i>Classroom</i>	<i>Walkways/ Bag Rooms</i>	<i>Canteen</i>	<i>Toilets</i>	<i>Playground</i>	<i>Assemblies</i>
<i>Correct Choices</i>	<ul style="list-style-type: none"> Follow all the rules 	<ul style="list-style-type: none"> Make good choices 	<ul style="list-style-type: none"> Walk Wait your turn in bag room Keep bags/ belonging tidy 	<ul style="list-style-type: none"> Follow the rules Get orders in on time Buy before 1.15 pm Put all rubbish in the bin 	<ul style="list-style-type: none"> Save water Report any incident 	<ul style="list-style-type: none"> Stay in approved areas Observe bell times Borrow before 1.15 pm 	<ul style="list-style-type: none"> Follow all the rules
<i>Always be in the right place</i>	<ul style="list-style-type: none"> Stay where teachers can see you Never go anywhere alone Follow the rules 	<ul style="list-style-type: none"> Be where you should be 	<ul style="list-style-type: none"> Stay out of buildings at recess and lunch Staying off the building's steps Stay in line and keep up with the group 	<ul style="list-style-type: none"> Line up correctly Return quickly to the playground Wait for your lunch order to come to you 	<ul style="list-style-type: none"> Return to class promptly Only go if you need to be there 	<ul style="list-style-type: none"> Stay in approved areas (silver seats before 8:30am) Stay in the main quad before school starts 	<ul style="list-style-type: none"> Be prompt to lines Stay in your class line
<i>Respect and co-operate be a team player</i>	<ul style="list-style-type: none"> Treat others the way you want to be treated Use polite language Look after your school Be an active listener Be respectful to yourself Be tolerant Accept others ideas Follow teacher's instructions Get permission before touching 	<ul style="list-style-type: none"> Work with your peers Take turns Respect all teachers & visitors 	<ul style="list-style-type: none"> Walk quietly so others can continue learning Respect all property – own and others Leave other peoples' property alone 	<ul style="list-style-type: none"> Listen to prefects and teachers Show good manners to canteen helpers, please/thank you Use a calm voice Wait your turn 	<ul style="list-style-type: none"> Allow for privacy of others Clean up after self 	<ul style="list-style-type: none"> Line up at first bell Invite others who want to join in Enter and exit buildings sensibly Allow children to play with equipment 	<ul style="list-style-type: none"> Use proper manners Be an active listener Respond appropriately Respect other peers' space Keep hands and feet to self

	other people's property						
Engage in Learning	<ul style="list-style-type: none"> Actively participate Co-operate Take turns when talking Strive for personal best in all areas Always contribute in a group Encourage others to do their best 	<ul style="list-style-type: none"> Be prepared Check your work Strive for your personal best Use Learner Qualities 	<ul style="list-style-type: none"> Return to class promptly Join in quickly Minimise disruption Follow the rules 	<ul style="list-style-type: none"> Use proper manners 	<ul style="list-style-type: none"> Return to class promptly Save water 	<ul style="list-style-type: none"> Share equipment Use polite language Respect equipment – use correctly and return to where it came from 	<ul style="list-style-type: none"> Use appropriate eye contact
Safety	<ul style="list-style-type: none"> Ask permission to leave any area Play sensibly Lead by good example Keep hands and feet to self Respect personal space Report any problems Always move calmly and safely No hat, play in the shade 	<ul style="list-style-type: none"> Maintain personal space Use furniture and equipment sensibly 	<ul style="list-style-type: none"> Walk Be mindful – take care Keep bags off the floor where appropriate 	<ul style="list-style-type: none"> Line up Use the correct pathway to the canteen 	<ul style="list-style-type: none"> Wash your hands Save water 	<ul style="list-style-type: none"> Use equipment correctly Return equipment sensibly to the sports cellar Play school approved games only 	<ul style="list-style-type: none"> Walk Carry chairs correctly

The principal will suspend, consistent with procedures, any student who commits the following offences:

- Drugs
- Violence
- Possession of a weapon
- Persistent disobedience
- Criminal behaviour

Strategies To Recognise & Reinforce Student Achievement:

School wide

Teachers and support staff award certificates at weekly assemblies:

- 3 Certificates = 1 Achievement award
- 2 Achievement awards = 1 gold Principal's award

Positive playground awards

- Issued for positive behaviour in playground
- Prizes are awarded weekly to winners

In the classroom

Teachers follow individual methods of rewards and recognition within their classrooms, including house points, table/group points, small prizes or verbal recognition etc.

Weekly assembly awards are presented at whole school assemblies.

Playground Duty Policy:

Procedures:

Prior to 8:30am	No students should be on the school grounds unless involved in a teacher supervised activity. If students arrive prior to 8:30am they must sit on the silver seats near the Office until the 8:30am bell.		
8:30am ~ 9:00am	After the bell or on arrival student place their bags in the bag room and proceed directly to the asphalt area in Playground Area A. Supervised by duty teacher.		
9:00am	Students assemble outside classrooms and move inside when instructed by class teacher.		
Recess 10:45am ~ 11:05am	A = Top asphalt to end of awning Students play on asphalt area A. Stage area not to be used. No running games in area A, except basketball court. Large balls not to be used Tennis balls are permitted for handball. Canteen is opened	B = Basketball court (including top section of the grass)	
12:35pm ~ 12:45pm	All students to be seated during eating time and supervise by class teacher. Only students collecting lunch orders are allowed at the canteen.		
1 st half lunch 12:45pm ~ 1:05pm	A = Top asphalt to bottom asphalt 3 teachers on duty	B = Grass	C = Canteen
2 nd half lunch 1:05pm ~ 1:25pm	A = Top asphalt to bottom asphalt 3 teachers on duty & Minimbah	B = Grass	C = Play Equipment
1:25pm	All students to be seated in the assembly area		
3:00pm	Student dismissed by teacher. Thomas and Prince St, gates supervised by Executive. Any student not picked up is to be taken to office and parents contacted.		

NB: No students are to be in classrooms or in areas of the playground that are not supervised by a teacher.

Wet Weather:

8:30am	All teachers in their classroom to supervise students
10:45am	Supervision of classes in pairs of adjoining rooms
12:30pm	Supervision of classes in pairs of adjoining rooms