

REVESBY SOUTH PUBLIC SCHOOL



STUDENT WELFARE AND DISCIPLINE POLICY



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STUDENT WELFARE POLICY

The Student Welfare Policy of Revesby South Public School provides the programs, structures and support to ensure that all students achieve high standards of self-discipline, personal conduct and social responsibility. The school aims to provide equity and excellence, and for all students to become successful learners, confident and creative individuals, and active and informed citizens.

Introduction

Student Welfare encompasses everything the school community does to meet the needs of their students and enhance their happiness and safety. It is reflected in the way we demonstrate care, ensure safety and provide opportunities for success and recognition of each student. The Student Welfare policy, procedures and programs of this school stress the value of prevention and early intervention.

The Revesby South Public School Student Welfare Policy has evolved to reflect the socio-economic, social and cultural diversity of our community. It has been a community project that has involved students, staff and parent and citizens.

At RSPS a number of life skills/pastoral care programs are incorporated under the banner of Student Welfare. These include:

Social Skills Program	Buddy Class Programs	Student Representative Council (SRC)	Year 6 Leadership Program
Peer Support	Drug Education	Child Protection	PBIS Program

AIMS

NSW public schools have the following requirements of all students:

- sustained application to learning
- respect for other individuals and their property including school property
- courtesy and respect to other students, to teachers and to community members
- demonstrate tolerance and kindness to people from all cultural groups (zero tolerance to violence, discrimination, harassment, bullying or intimidation)
- weapons, illegal drugs, alcohol or tobacco strictly prohibited
- peaceful resolution to conflict
- adherence to the standards of behaviour when representing the school
- adherence to the standards of dress determined by the school community
- compliance with all school rules and the Student Welfare Policy.

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

DEC CORE RULES

All students in NSW government schools are expected to:

- Attend every school day, unless they are legally excused, and be in class on time and prepared to learn.
- Maintain a neat appearance, including adhering to the requirements of the school's uniform policy.
- Behave safely, considerately and responsibly, including when travelling to and from school.
- Show respect at all times for teachers, other school staff and helpers, including following class rules, speaking courteously and cooperating with instructions and learning activities.
- Treat one another with dignity and respect.
- Care for property belonging to themselves, the school and others.

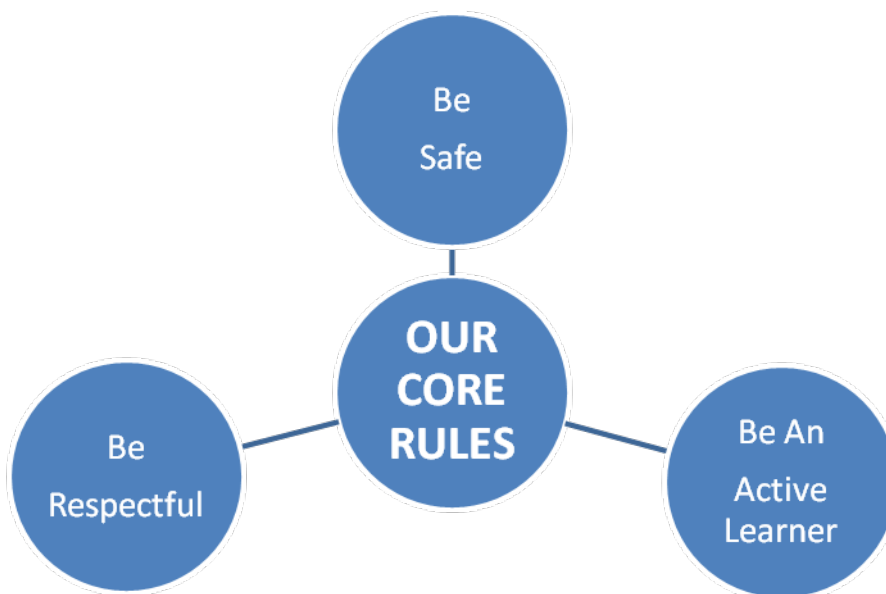
Behaviour that infringes on the safety of others, such as harassment, bullying and illegal or anti-social behaviour of any kind, will not be tolerated.

SCHOOL CORE RULES

Revesby South Public School aims to provide a caring environment that allows students to develop high self-esteem and excellent social and academic outcomes.

We have three overriding priorities:

- Raising educational standards and levels of educational achievement
- Providing a quality education for all
- Providing for the care and safety of all students in our care.



OBJECTIVES

Effective Learning and Teaching

To enhance effective learning and teaching by:

- encouraging students to take responsibility for their own learning and behaviour
- identifying and catering for the individual learning needs of students
- establishing well-managed teaching and learning environments
- providing frequent opportunities for students and their parents to discuss learning programs and student behaviour and progress
- identifying key social skills and developing plans for all students to acquire them, or make progress towards them over time
- ensuring that gender and equity issues are recognised and addressed across the curriculum.

Positive Climate and Good Discipline

To enhance school climate and discipline by:

- maximising student participation in decision making and ensuring that principles of equity and fairness are reflected in school practice
- providing opportunities for students to demonstrate success in a wide range of activities
- developing and implementing policies and procedures to protect the rights, safety and health of all school community members
- establishing an effective, safe and caring school environment in which there is mutual co-operation and respect.
- establishing clear school rules which are known and understood by all school community members
- monitoring attendance and ensuring that students attend school regularly
- valuing and providing opportunities for all students to develop the skills involved in positive relationships, social responsibility, problem solving and dispute resolution
- establishing networks to support students and making sure that students and parents know about, and have ready access to, this support
- providing resources and opportunities for students to gain leadership experiences.

Community Participation

To enhance community participation by:

- building learning communities in which staff, students and parents work together for planned results
- encouraging parents and community members to participate actively in the education of young people and in the life of the school
- acknowledge parents as partners in school education
- encouraging students to have a sense of belonging to the school community
- assisting families to gain access to support services in the community
- inviting parents to share their skills and experiences in the school community
- recognising students' families, cultures, languages and life experiences.

Expectations Matrix

Based on our Code of Conduct and Code of Excellence, we encourage RSPS students to be self-motivated, self-disciplined and positive members of the community. The following rules and expectations will guide the students in the development of these skills. At Revesby South we expect our students to:

Our rules	Classroom	Veranda	Canteen	Toilets	Playground	Quiet Area	Moving Around the school
BE SAFE	<ul style="list-style-type: none"> * Keep hands and feet to yourself * Sit properly * Walk while indoors * Push your chairs under the desks * Ask permission to leave the room in pairs * Use and pack up equipment safely * Leave the room tidy 	<ul style="list-style-type: none"> * Store your bags neatly * Line up in an orderly manner * Keep hands and feet to yourself * Keep stairs and railings clear 	<ul style="list-style-type: none"> * Line up sensibly behind the line * Hands and feet to yourself * Buy and eat your own food 	<ul style="list-style-type: none"> * Walk calmly and sensibly * Wash hands after using the toilet * Play outside * Use the toilets and toilet paper sensibly * Save water and keep water in the sink 	<ul style="list-style-type: none"> * Sticks, stones, wood chips stay on the ground * Stay within the playing area * Stay seated when eating lunch * Wear a hat * Play games in designated areas * Seats are for sitting only * Use equipment safely * Wash your hands before eating * Line up /sit sensibly when the bell rings 	<ul style="list-style-type: none"> * Walk calmly and sensibly * Use equipment safely * Wear a hat 	<ul style="list-style-type: none"> * Walk in an orderly manner * Hands and feet to yourself * Follow teacher instructions
BE RESPECTFUL	<ul style="list-style-type: none"> * Listen to the teachers and others * Hands up and wait to ask questions * Use your manners and be polite * Be respectful of others belongings 	<ul style="list-style-type: none"> * Line up, walk and work quietly * Be respectful of others belongings 	<ul style="list-style-type: none"> * Quietly wait your turn * Use your own money * Use your manners-please, thank you 	<ul style="list-style-type: none"> * Respect the privacy of others * Turn off the taps * Leave the area clean and tidy * Walk to and from the toilets quietly * Report to teachers any damage 	<ul style="list-style-type: none"> * Place your rubbish in the bins * Keep hands and feet to yourself * Respect the teachers decision on duty * Be respectful of belongings and equipment 	<ul style="list-style-type: none"> * Place your rubbish in the bins * Share and pack up the equipment * Include others in your game * Respect that this is a quiet play area 	<ul style="list-style-type: none"> * Move quietly
BE AN ACTIVE LEARNER	<ul style="list-style-type: none"> * Be prepared with all your equipment * Do your best at all time * Follow teacher instructions * Make good choices * Join in all activities and discussions * Be an active listener 	<ul style="list-style-type: none"> * Follow teacher instructions 	<ul style="list-style-type: none"> * Make healthy choices * Know what you want to order 	<ul style="list-style-type: none"> * Use good hygiene * Go to the toilet at lunch and afternoon tea * Return to your class quickly and sensibly 	<ul style="list-style-type: none"> * Follow game rules and play cooperatively * Think before you act * Make good choices to solve problems 	<ul style="list-style-type: none"> * Follow game rules and play cooperatively * Think before you act * Make good choices to solve problems 	<ul style="list-style-type: none"> * Be on time * Be aware of others

Expectations Matrix cont.

Our Rules	Assembly Hall	Library	PSSA/School Sport	Computer Room	Excursions/ Camps	Choir/Dance/ Gardening/SRC
BE SAFE	<ul style="list-style-type: none"> * Walk in and out of the hall quietly * Sit and stand quietly with your hands and feet to yourself * Walk to the stage * Keep the aisle clear of your feet and hands 	<ul style="list-style-type: none"> * Keep hands and feet to yourself * Walk indoors * Push your chairs under the tables 	<p style="text-align: center;"><u>PSSA</u></p> <ul style="list-style-type: none"> * Stay with your teacher * Follow the code of conduct * Travel sensibly * Take care when crossing the roads <p style="text-align: center;"><u>School sport</u></p> <ul style="list-style-type: none"> * Listen to the teacher * Line up quickly and quietly * Use equipment sensibly * Take care when crossing the road 	<ul style="list-style-type: none"> * Sit quietly and sensibly * Computer settings are not to be changed * Follow safe internet guidelines * Keep your password to yourself 	<ul style="list-style-type: none"> * Listen to the teacher * Line up quickly and quietly * Use equipment sensibly * Take care when crossing the road 	<ul style="list-style-type: none"> * Keep equipment in a safe place * Listen to instructions of the teachers * Enter rooms with the teachers instructions
BE RESPECTFUL	<ul style="list-style-type: none"> * Sing the Anthem and school song with pride * Listen at all times * Clap appropriately * Keep your eyes on the speaker 	<ul style="list-style-type: none"> * Listen to the teachers and others * Hands up and wait to ask questions * Use your manners and be polite * Protect all books and resources * Return all books to the right shelves 	<p style="text-align: center;"><u>PSSA</u></p> <ul style="list-style-type: none"> * Stay with your teacher * Follow the code of conduct * Travel sensibly * Respect the umpires decisions * Treat opposing teams fairly <p style="text-align: center;"><u>School sport</u></p> <ul style="list-style-type: none"> * Listen to the teacher * Line up quickly and quietly * Display good sportsmanship 	<ul style="list-style-type: none"> * Listen to the teachers and others * Hands up and wait to ask questions * Respect the privacy of others * Protect all computer hardware in all settings * Take turns and share the computer 	<ul style="list-style-type: none"> * Respect the space of other people in the community * Move quietly indoors * Use manners * Respect others personal space 	<ul style="list-style-type: none"> * Follow teachers instructions * Pack up equipment * Keep classrooms or area neat and tidy before leaving
BE AN ACTIVE LEARNER	<ul style="list-style-type: none"> * Listen actively * Use appropriate body language * Recognise school values of excellence, tolerance and integrity * Sit and stand quietly with hands and feet to yourself 	<ul style="list-style-type: none"> * Share the learning environment * Return all books on time * Borrow appropriate books * Be a good listener * Work quietly * Join in activities and discussions * Follow teachers instructions 	<ul style="list-style-type: none"> * Learn and follow the rules * Display good sportsmanship * Be a team player * Participate in all activities * Ask for help if needed 	<ul style="list-style-type: none"> * Follow teachers instructions * Use technology to improve your learning for life * Be creative with a variety of programs * Join in computer activities and discussions 	<ul style="list-style-type: none"> * Be positive and participate in the experience 	<ul style="list-style-type: none"> * Be on time * Return to class promptly * Learn and practice your music/moves/songs/words * Try your best

OUR EXPECTATIONS

When parents enrol their children at our school they enter into a partnership with the school staff.

This partnership is based on shared responsibility and mutual respect. The partnership aims at achieving effective learning and good discipline so that the school environment is productive and harmonious.

This partnership should lead to the understanding that the student needs to develop a responsibility for his or her own behaviour.

Expectations of Parents, Teachers and Students

The precise character of the partnership between parents, teachers and students will be unique to each student. Certain expectations are common to all such partnerships.

Students

- To Be Safe, Be Respectful and Be an Active Learner.
- To be aware of and accept the consequences which follow the breaking of the school and classroom rules
- To work together with peers, teachers and parents to develop self-discipline, respect and a cohesive, positive school environment.

Parents

- Parents are responsible for ensuring regular, punctual attendance at school.
- Parents share in the responsibility of shaping their children's understandings and attitudes about acceptable behaviour.
- Parents assume responsibility for their children's behaviour as their children travel to and from school.

Teachers

- Teachers are responsible for the education and care of their students when at school.
- Teachers are also responsible for appropriately communicating with parents about the educational progress and behaviour of each student.
- Teachers, the Principal, and all other school staff, are **required by law** to notify the appropriate authorities in cases where there are reasonable grounds to suspect that a student under 18 years of age is, or has been, subject to:
 - **Child Sexual Assault** (*Child Sexual Assault is any sexual act or sexual threat imposed on a child**)
 - **Physical Abuse** (*Physical Abuse refers to non-accidental injury to a child by a parent, caregiver or another person responsible for the child.**)
 - **Emotional Abuse** (*Emotional Abuse is behaviour by a parent or caregiver which can destroy the confidence of a child resulting in significant emotional deprivation or trauma.**)
 - **Neglect** (*Neglect occurs where the child is harmed by failure to provide the basic necessities of life such as adequate and proper food, nursing, clothing, medical aid or lodging.*)

(*Procedures for Recognising and Notifying Child Abuse and Neglect Memorandum 97/019 S.018)
The principle underpinning this mandatory requirement is that the welfare of the child is paramount. This school will ensure that this focus is maintained as our primary responsibility.

At our school, the classroom teacher is usually the first point of reference on matters related to the welfare and discipline of the children in their care. It is understood that the classroom teacher is in the best position to have the greatest awareness of the needs of the children in their care.

RIGHTS AND RESPONSIBILITIES

As children mature, they become more active participants in the partnership between home and school.

When the partnership is based on mutual respect, each partner will support the decisions and responsibilities exercised by the others.

The Discipline Code sets out children's Rights and Responsibilities while at school then outlines the steps that will be taken to safeguard those rights and maintain responsible behaviour.

STUDENT RIGHTS	STUDENT RESPONSIBILITIES
I have the right to feel safe and secure in the classroom and playground.	I am responsible for working and playing safely with peers in the classroom and playground.
I have the right to be educated in a caring and supportive learning environment.	I have the responsibility of caring for other people, my classroom and the playground.
I have the right to belong and feel respected. I have the right to be treated with respect, understanding and tolerance.	I have the responsibility to respect and cooperate with all the members of the school community.
I have the right to speak and to be heard. I have the right to be treated fairly and equitably.	I have the responsibility to listen to others and treat them fairly and equitably.
I have the right to be educated in an environment which maximises my learning potential and provides me with a broad range of learning experiences.	I have the responsibility to actively participate in all aspects of school life and take responsibility for my own learning.

STAFF

Staff have a right to be treated fairly and with dignity, by both students and their parents.

PARENTS

Parents have the right to be treated with respect and courtesy, be given the opportunity to constructively communicate with teachers and to receive information in a timely manner.

OUR MERIT SYSTEM

Praise	Sports awards	End of year presentation awards
Class awards	Weekly 'Strive to Succeed' certificates	

THE MERIT SYSTEM (Edited Feb 2015)

The merit system is an integral part of the Student Welfare program at Revesby South Public School. These rules and rights encourage students to accept responsibility for their behavioural choices, to make and accept healthy and safe decisions and to monitor and apply self-management to their own behaviour.

The Merit system is imbedded into our school rules Be Safe, Be Respectful, Be an Active Learner. Classroom teachers award students in line with the expectations linked to our school rules. The Merit system will begin at the beginning of each school year.

‘Strive to Succeed’ certificates are presented weekly at school assemblies. They are awarded by classroom teachers to children following the school rules Be Safe, Be Respectful, Be an Active Learner. Each class teacher will hand out 3 certificates per week. If no there is no assembly awards are to be handed out in class.

Class awards will be available for teachers to use at their discretion. They are able to tie them into their classroom merit system.

Weekly Strive to Succeed Certificates K-6

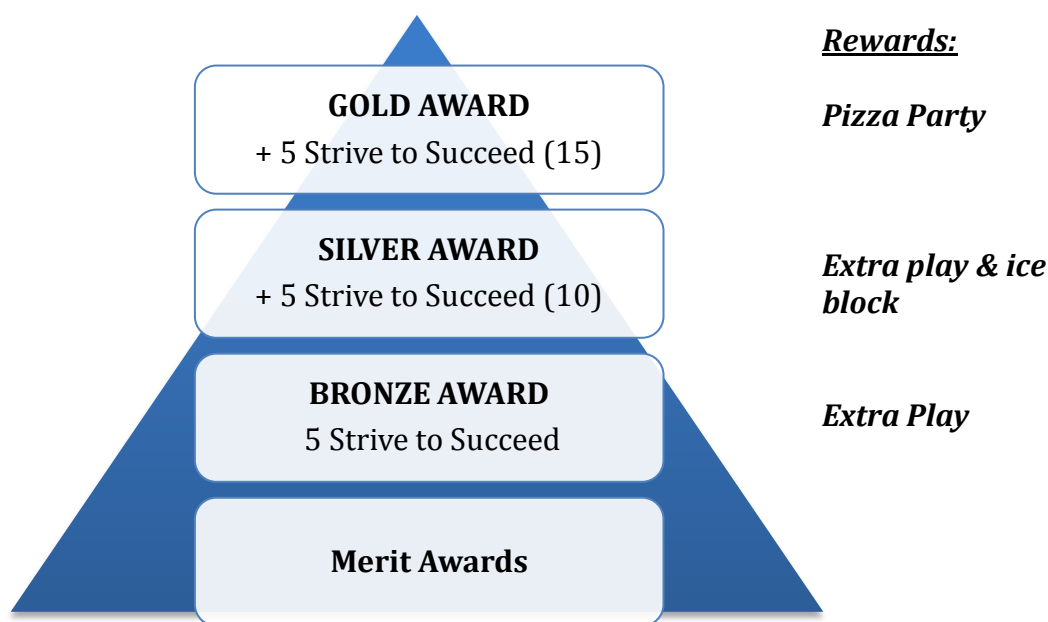
Only 3	Classroom teacher
2	ESL/ RFF/ LAST teacher (1 from K-2 & 3-6)
2	Library teacher (1from K-2 & 3-6)
2	Sport Awards per teacher K-6
1	PSSA Award per team

Students who collect 5 Strive to Succeed certificates will receive a Bronze Award.

Students who collect 10 Strive to Succeed certificates will receive a Silver Award.

Students who collect 15 Strive to Succeed certificates will receive a Gold Award.

A student recognition day will be held at the end of each term to acknowledge students who receive a bronze, silver or gold award.



DISCIPLINE POLICY

The discipline policy is based on our Core Values and “Strive to Exceed” awards. At RSPS we encourage students to become self-disciplined, contributing members of the school community. The following rules and indicators guide the students in the development of these skills.

We expect students to:

BE SAFE

BE RESPECTFUL

BE AN ACTIVE LEARNER

Revesby South Public School is a happy and safe place to be when children :

- Abide by our school’s Expectations Matrix
- Attend school regularly, are punctual and present notes to explain absences
- Follow the instructions of teachers and others in authority
- Complete all required work carefully and to the best of their ability
- Behave in a responsible, polite and courteous manner
- Behave in a manner that shows respect for themselves, and for the rights and feelings of others
- Behave in a manner that keeps themselves and others, safe at all times
- Respect and care for school buildings, school property and the property of others
- Wear appropriate school uniform at all times
- Accept their responsibilities as members of the school community
- Observe classroom rules and playground rules

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

SUSPENSION PROCEDURES

Please refer to the DEC website regarding Suspension and Expulsion of School Students Procedures 2011

https://www.det.nsw.edu.au/policies/student_serv/discipline/stu_discip_gov/suspol_07.pdf

Level	Unacceptable behaviour	Action and Consequences
Green Level	<p>All students start on this level</p> <ul style="list-style-type: none"> • Playing without a hat • Interfering in others' games • Excluding children from games • Out of bounds • Engaging in careless play eg sticks, climbing trees • Not lining up after the first bell 	<ul style="list-style-type: none"> • Verbal direction or warning by teacher in classroom or on playground. • Student will be directed to the COLA for reflection
Yellow Level	<ul style="list-style-type: none"> • Intentionally annoying others • Spitting on the ground • Inappropriate language, eg swearing • Pushing/wrestling • Toilet loitering and minor misbehaviour • Teasing • Rough play • Not using playground equipment properly/safely • Not following playground teachers directions 	<ul style="list-style-type: none"> • Student may be given time out (see below) and yellow slip is completed and passed onto classroom teacher • Classroom teacher is responsible for managing behaviour intervention and notifying parents <p>Time Out - Student is placed on a short <i>Time Out</i></p> <ul style="list-style-type: none"> • Sitting on the verandah in Block F in close proximity to the supervising teachers' area for playground indiscretion • <i>Time Out</i> space in the classroom for inappropriate classroom behaviour • Send to Buddy class or stage supervisor is misbehaviour continues • A Yellow card will be put in place for 1 day
Orange Level	<ul style="list-style-type: none"> • Repeated <i>Yellow Level</i> behaviours • Name calling/swearing • Intentional dangerous play • Aggressive behaviour • Disrespecting teachers • Throwing or hitting others with objects • Spitting on others • Disruptive and non-compliant behaviour • Lying • Inappropriate use of toilets 	<ul style="list-style-type: none"> • Counselling by Assistant Principal. The incident, actions and level are recorded by the teacher. • AP calls parents to inform of incident and action. • Student is placed on a lunchtime <i>Time Out</i> for 3 days. 1 session at <i>Time Out</i> and then play in the quiet area (COLA) under more direct supervision • A <i>Time Out</i> letter is sent to parents. • An Orange card will be put in place for 3 days
Red Level	<ul style="list-style-type: none"> • Repeated <i>Orange Level</i> behaviours • Continuous deliberate disobedience and disrespect • Intentionally damaging property • Bullying – this includes cyber-bullying • Inappropriate behaviour whilst representing the school • Leaving school grounds without teacher approval • Abusive verbal behaviour towards teachers • Bullying, intimidation and harassment – emotional, verbal, physical • Name calling/swearing – racially based or offensive • No improvement shown on behaviour card • Stealing 	<ul style="list-style-type: none"> • Student is placed on a lunchtime contract for up to 5 days. A <i>Time Out</i> letter is sent to parents. Student is placed on a lunchtime <i>Time Out</i> for 1 session and then play in the quiet area (COLA) under more direct supervision up to 5 days. This is then reviewed by the Principal and may be extended based on the student meeting expectations. • A letter is sent home requesting an interview with the parents, classroom teacher and Principal. • A Learning Support Referral may be made if appropriate. • Consultation with counsellor may occur • Outside school activities are approved at the discretion of the Principal. • A Behaviour Support Plan may be implemented together with the LST/School Counsellor and parents where appropriate • A red behaviour card is put in place for a minimum 5 days. • The behaviour card is revised and implemented in line with the behaviour modification contract. • A pre suspension letter may be sent home by the Principal • A Risk assessment may be devised if deemed appropriate by LST or Principal • Racially abusive behaviour is referred to ARCO and appropriate procedures followed based on <i>DEC Anti-Racism Policy</i> • <i>Year 5 students placed on a red behaviour card may be deemed to be ineligible to nominate for Captain in Year 6.</i>

Referral to Principal	<ul style="list-style-type: none"> • Repeated <i>Red Level</i> behaviours • Bringing or making a weapon • Uses, supplies or is in possession of a suspected illegal substance. • Serious abusive/ physical behaviour towards teachers or students 	<ul style="list-style-type: none"> • Possible suspension – in accordance with the <i>DEC Suspension and Expulsion of Students policy</i> and procedures. • Suspension – Resolution. Parent and Student interview with Principal (Pre and Post Suspension) https://www.det.nsw.edu.au/policies/student_serv/discipline/stu_discip_gov/suspol_07.pdf
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