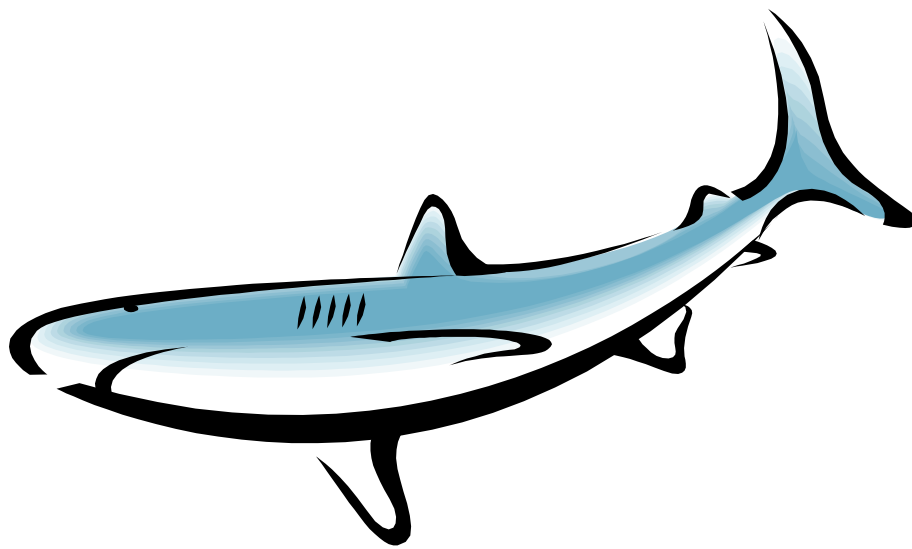


AVOCA BEACH
PRIMARY SCHOOL



WELFARE
POLICY

Revised September 2006

AVOCA BEACH PRIMARY SCHOOL

SCHOOL ETHOS

When parents enrol their children at Avoca Beach Primary School they enter into a partnership with the school staff.

This partnership is based on shared responsibility in creating in children an understanding of appropriate public behaviour. It depends on mutual respect with each partner supporting the decisions and responsibilities exercised by the others.

We strive to encourage our students to develop a responsibility for their own behaviour and learning.

We believe that students have a right to be safe and happy at school and that they have the right to expect courtesy, fairness, respect and excellence in teaching.

In common with all NSW government schools, our Welfare Policy is underpinned by core rules aimed at instilling the values of integrity, excellence, respect, responsibility, cooperation, participation, care, fairness and democracy in our students.

THE 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 or dress code 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.

These are our Avoca Beach school rules.....

BE COURTEOUS Listen to each other
Speak politely to others
Show good manners in our actions and speech

BE CONSIDERATE Consider other's feelings
Respect other's property
Care for the school environment
Be tolerant of individual differences
Move carefully around the school

BE COOPERATIVE Be honest and truthful
Be friendly and helpful
Be involved in class and school activities
Do your best in everything
Take pride in our school and our school uniform

The Behaviour Management Plan

Avoca Beach Primary School provides K-6 programs that develop self discipline, self esteem, effective communication, positive peer relationships and conflict resolution skills in students.

Our Behaviour Management Plan has three components:

- Strategies to promote good discipline and effective learning
- Practices to recognise and reinforce student achievement
- Strategies for dealing with unacceptable behaviour.

Strategies to Promote Good Discipline and Effective Learning

Positive discipline is an essential part of our school's Behaviour Management Plan. Practices which foster good discipline include:

- Regular, whole staff Welfare Meetings to share information pertaining to individual student's needs and behaviour;
- Individual Student Profile Cards which monitor progress and provide a record of student behaviour;
- K-2 Student Behaviour Record Cards detailing classroom/playground behaviour and homework record sent home weekly;
- K- 6 Social Skills Programs presented in sequential order;
- Anti - Bullying Strategies with "Bully Boxes" and proformas for complaints about bullying available in every classroom;
- Programs for gifted and talented students;
- Programs for students with learning difficulties
- Social Skills small group tutoring;
- Parent and community representation in decision making on welfare issues;
- Parent involvement in the classroom;
- Effective communication of Welfare issues to parents via newsletter or Incident Report;
- Encouragement of the concept of shared responsibility of students - the three way partnership between teachers, students and parents which is the cornerstone of our Welfare Policy;
- Providing school workshops on Effective Parenting;
- Professional learning for staff that supports school and DET priorities and identified needs.

Strategies To Recognise and Reinforce Student Achievement

As well as promoting the intrinsic rewards of responsible behaviour, we may use the following strategies to recognise and reinforce student achievement and positive behaviour:

- Shark Stickers and Shark Awards
- Praise and encouragement
- Stickers and stamps
- Class based awards
- Star of the Week
- Playground Awards (Win Bins)
- House Points
- Weekly Environmental Award
- Weekly Tidy Room Award
- Weekly Win Bin Prize
- Annual Presentation Class Awards for Academic Achievement, Citizenship and Effort and Improvement
- Annual Presentation K-6 Awards for excellence in a variety of academic and non academic areas.

Strategies For Dealing With Unacceptable Behaviour

Classroom Strategies

- Classroom rules are co-operatively determined at the beginning of each school year.
- Students who choose to disobey classroom rules are subject to a "Three Strikes and You're Out" policy where they are given three warnings by the teacher and then sent to their pre-arranged "partner class" (until the next bell) to complete their work. Students who receive three strikes attend the Planning Room for one session.
- An Incident Report detailing the nature of the misbehaviour will be sent to parents.
- Students who are sent three times in a week to their Partner Class receive an official Level One Warning Letter.
- If students continue to misbehave in class and receive three strikes during the week following their Level I Warning Letter, they will be placed on Level I of the Levels System.
- Persistent refusal by a student to comply with the teacher's direction to go to a Partner Class will result in an in-school suspension.

Playground Strategies

The "Three Strikes and You're Out" Policy also extends to the playground. Teachers carry a Behaviour Folder while on duty and record the names and misdemeanours of students who disobey school rules. If a student's name appears three times over the period of a term, the student is immediately required to join the Planning Room and an Incident Report is sent to parents.

On each occasion a student's name is entered in the Behaviour Folder they are required to do an immediate "Time Out". This will be at the discretion of the teacher on duty and may take the form of restitution (putting things right) or school service.

If students are displaying dangerous behaviour which places them or others at risk, they may be immediately referred to the Planning Room or removed from the playground.

Where the safety of students and/or teachers is compromised students may be accelerated to a higher level or suspended in line with DET'S Suspension Policy.

The Planning Room

The Planning Room is primarily a place for students who have broken the classroom or school rules, to reflect on their behaviour and, with the help of a teacher, to formulate a plan for improving it .

The Planning Room operates for twenty minutes during the first half of the lunchtime play period after students have an opportunity to eat their lunch and visit the toilet. When students attend one or more sessions in the Planning Room, notification is sent to parents via an Incident Report. In the interests of effective parent/teacher communication, it is essential that the signed Incident Report is returned the following day. The student is required to attend the Planning Room until the Incident Report is returned. Students who fail to attend the Planning Room or are late without a valid reason will also be given an extra session in the Planning Room.

Welfare Meetings

All misdemeanours which attract an Incident Report are recorded on individual Pupil Profiles and are brought to the attention of all teaching staff at regular Welfare Meetings. This enables teachers to give extra support to those students whose behaviour is causing concern or to those who may be experiencing emotional or personal problems.

LEVELS OF BEHAVIOUR

POSITIVE PRACTICES

PURPLE SHARK AWARD

BLUE SHARK AWARD

GREEN SHARK AWARD

YELLOW SHARK AWARD

PINK SHARK AWARD

SILVER

4 RED SHARK AWARDS

HOME BASE

DISCIPLINARY PROCEDURES

LEVEL 1

LEVEL 2

LEVEL 3

The Level System has been based on the principle that all children need:

1. Recognition for effort
2. A set of guidelines for their behaviour to assist them in self control and the acceptance of responsibility for their actions

AVOCA SHARK AWARDS SILVER LEVEL

The Avoca Shark Awards were democratically named by the students and form an essential component of our commitment to reinforce acceptable behaviour in our pupils.

Each student has a cardboard Shark Sticker Sheet which is kept in a class folder or Student Portfolio.

Students are awarded Shark Stickers by classroom and specialist teachers for behaviour which complies with our school rules of Courtesy, Consideration and Co-operation. The number of Shark Stickers awarded per class each day is dependent on class numbers. However teachers, on average, will award 4 Shark Stickers each day.

When 5 stickers have been collected, the student is awarded a red Avoca Shark Award.

After earning 25 stickers and 4 red Avoca Shark Awards the student moves to SILVER LEVEL and is presented with a Silver Award at K-6 Assembly in the presence of his or her parents. This SILVER AWARD indicates commendable classroom behaviour. Its unique design reflects the value placed on it by students, teachers and parents. Students may continue to earn Pink, Yellow, Green, Blue and Purple Shark Awards.

A record of Shark/Silver Awards earned by each student is included with their Shark Sticker Sheet in Student Portfolios at the end of the year.

Levels System:

At the commencement of each year students start out on HOME BASE. Students who choose to be Considerate, Courteous and Co-operative progress to SILVER level through our Avoca Shark Awards System. Students on SILVER Level:

- Are presented with a Silver Shark Award by their parents at the K-6 weekly assembly
- Have their names and achievement published in the school newsletter
- Earn the well deserved reputation of being a responsible, cooperative citizen of our school
- Year 5 students become eligible to be student councillors the following year.
- Have the opportunity to continue earning a Pink, Yellow, Green, Blue and Purple Shark Award.

Students who choose not to abide by the school rules are brought to the attention of the school staff at the Welfare Meeting.

Details of student misbehaviour are recorded on Student Profile Cards and whole staff decisions are made regarding level changes and other sanctions.

Students on Levels 1,2,3 are encouraged to continue earning Shark Stickers for appropriate classroom behaviour.

Students remain on Levels 1,2,3 at the discretion of the Principal and the Welfare Committee.

Strategies and Sanctions:

Level 1

- Principal interviews student and parent(s).
- Student's name brought to the attention of staff at the Welfare Meeting.
- Student required to attend one or more sessions in the Planning Room.
- At the discretion of the Principal, a student may be excluded from school representation eg sport, chess and all extra curricula activities eg excursions, school discos, visiting performances.

Level 2

- Principal interviews student and parent(s).
- Student referred to School Counsellor for assessment and intervention strategies.
- Student required to attend one or more sessions in the Planning Room.
- At the discretion of the Principal, a student may be excluded from all out of school activities eg excursions, sports carnivals as well as stated Level 1 exclusions.
- Class and Duty teachers may complete a Daily Behaviour Report
- The Principal may issue an official Suspension Warning to the student.

Level 3

- Student may be referred to relevant District Support Personnel for assessment and intervention.
- Student may be placed on Suspension for a period of time.
- Principal organises suspension resolution meeting with parent(s)/ carers.
- On returning from Suspension the student will attend the Planning Room and be re-introduced gradually into the playground.
- Students excluded from all out of school activities as well as stated Level 1 and Level 2 exclusions.
- Class and Duty teachers will complete a Daily Behaviour Report which will be shown to the Principal.

Suspension:

Principals of government schools must suspend immediately and consistently with the Suspension Procedures any student who:

- is in possession of a suspected illegal drug;
- is violent or threatens serious physical violence;
- is in possession of a prohibited weapon.

The Principal may also suspend any student who, among other things:

- is persistently disobedient;
- engages in criminal behaviour.

In-School Suspension:

A student may receive an in-school suspension when deemed appropriate.

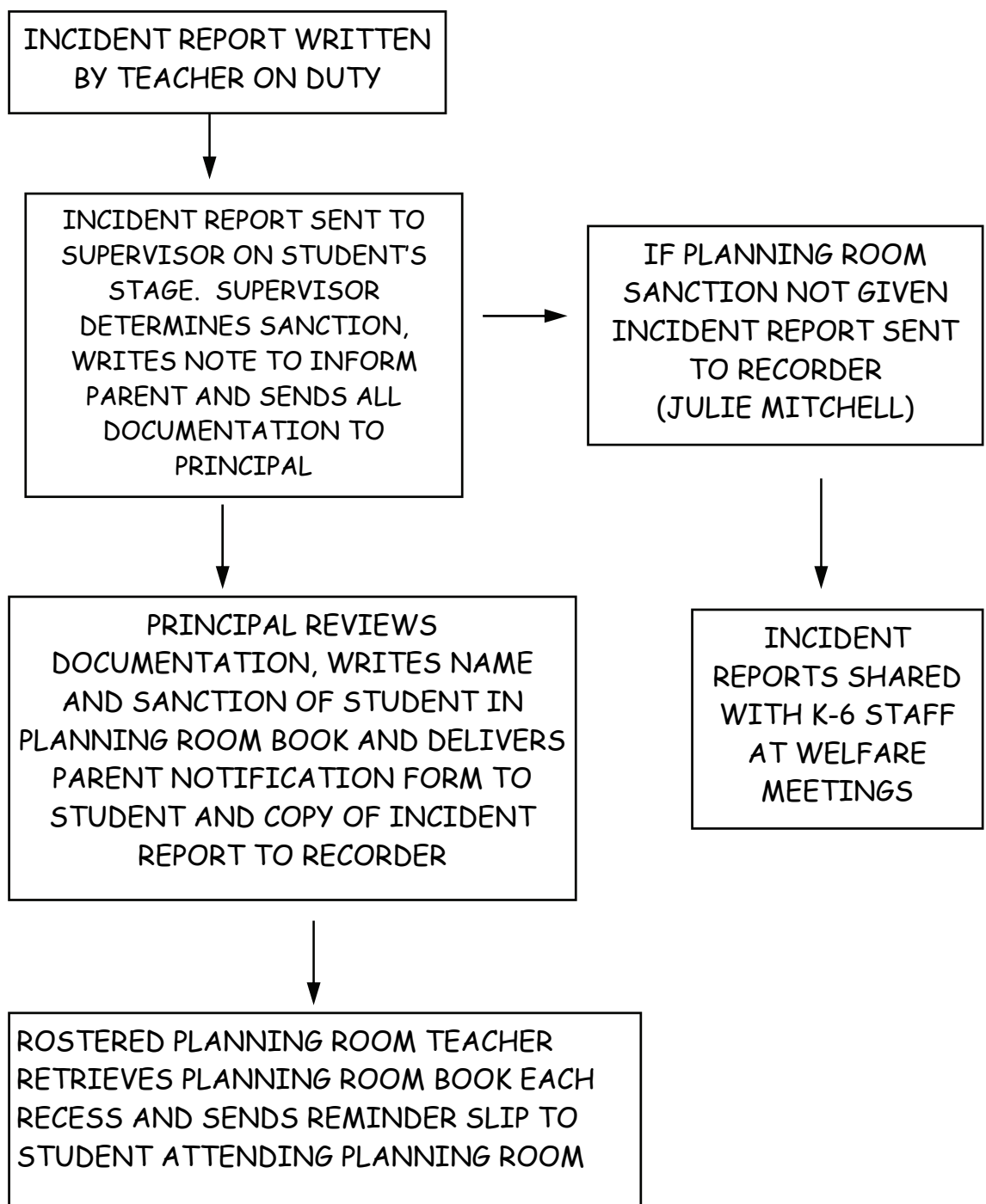
Whilst a student is on an in-school suspension they will be expected to continue their learning program under the supervision of the Principal.

Expulsion:

In extreme circumstances the Principal may expel a student from the school or may make a submission to Director-General recommending the expulsion of a student from the government school system.

Flow Chart—Incident Reports

- If possible parents to be notified on the same day as the incident occurs.
- An extra session in the Planning Room will be given to any student who fails to attend P.R. or is late, without offering a valid reason.
- The Incident Report must be signed by a parent/carer and returned to the school's front office the following day.
- Students continue to attend PLANNING ROOM until the signed incident report is returned. Office staff will sign these off in PLANNING ROOM book before recess daily.
- Planning Room duty teachers will issue a reminder slip to students who fail to return/lose the Parent Notification form. The principal will phone parents directly in the case of deliberate non-compliance.



AVOCA BEACH PRIMARY SCHOOL—CLASSROOM INCIDENT REPORT

Name _____ Class _____ Date _____

Sighted _____ (Principal) Dated _____

AVOCA BEACH PRIMARY SCHOOL—CLASSROOM INCIDENT REPORT
“Three Strikes and You’re Out” Classroom Behaviour Policy

Dear Parent/Guardian

Date: / / .

Your child _____ was/will be withdrawn from the playground today/tomorrow for persistent unacceptable classroom behaviour. _____

Consequences—one session in the Planning Room.

Would you please sign and return the attached slip to the front office so that we know you are aware of the consequences of this behaviour. Thank you.

Peter Whelan,
Principal.

.....
The Principal,
Avoca Beach Primary School.

I am aware my child _____ of class _____ has/will have to attend a period in the planning room. In the planning room students are asked to write a plan with the supervising teacher to improve their inappropriate behaviour.

Signed _____ (parent./guardian) Dated _____

AVOCA BEACH PRIMARY SCHOOL—CLASSROOM INCIDENT REPORT

Name _____ Class _____ Date _____

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