DISCIPLINE POLICY

General Statement

St Sava College recognises the importance of relationships in the education of young people. At times conflicts can arise which require management, resolution, forgiveness and healing. Policies for managing student behaviour and associated restorative practices assist students to learn from their mistakes and reconcile differences and problems with others. The purpose of discipline is to teach students respect, self-control and obedience in order to create a safe environment where learning can be maximised.

Please note: no corporal punishment will be administered at St Sava College nor is the administering of corporal punishment by non-school persons, including parents, sanctioned by the School.

At St Sava College we acknowledge the close relationship between student wellbeing, pastoral care, classroom climate and teaching practice. Managing student behaviour therefore needs to be seen and developed within this multi-faceted perspective.

St Sava College believes every student has the right to:

- Be safe and to feel secure in school
- Learn in an interesting environment
- Develop their God-given talents, interests and ambitions positively without intimidation
- Work to the best of their ability
- Be treated with respect by other students and school staff
- Be listened to

Breaches of the code of conduct and behaviour that infringes on these rights and the safety of others will not be tolerated.

This includes but is not limited to:-

- Harassment, bullying, illegal or anti-social behaviour of any kind
- Dangerous activities and violence
- Intimidating behaviour

- Cyber bullying

Discipline Policy

Purpose of the Document

The aim of the Behaviour Management Policy is to establish guidelines that create and maintain a safe, secure, productive and happy learning environment for the spiritual, emotional, academic, social and physical development of all students in the care of St Sava College. Teachers are mandated to at all times use their professional judgement and wisdom when managing behaviour.

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In the pursuit of helping students to grow in character, maturity and self-discipline, St Sava College:

- Promotes a proactive stance on issues of student welfare and student self-discipline.
- Seeks the building up and training of students in all aspects of school life.
- Maintains procedures for pastoral care, and behaviour modification, for students through teaching staff and the Principal.
- Maintains centralised record keeping as an ongoing profile of a student's welfare, behaviour and any interventions exercised by the school. This includes all contact with parents/caregivers.
- Regularly address the school's discipline policy and procedures with staff to ensure comprehension and compliance.
- Expressly prohibits corporal punishment from the school's discipline procedures.
- Does not explicitly or implicitly sanction the administering of corporal punishment by non- school persons, including parents, to enforce discipline at the school
- Partners with parents, the school community and external specialists to support students' development and address issues of concern.
- Promotes opportunities and learning experiences in school for students to develop self-awareness and to develop self-discipline skills and

maturity.

Procedures

Class teachers should deal wherever possible with their own classroom management and discipline. When discipline issues of a serious and persistent nature arise, teachers should follow the procedures as outlined. If in doubt, seek the advice of a colleague. This document is a guideline and discretion should be used if the situation warrants alternate action. St Sava College strives to foster a community of partnering with parents, therefore phone contact during the early stages of conflict may assist in establishing a restorative outcome.

Managing student behaviour at St Sava College should be proactive and is designed to help correct and develop behaviour so that self-discipline may be fostered. As a School that aims to model all it does on the Lordship of Jesus Christ, St Sava College hopes that discipline may not just lead to self-control but to a Christ-centred life.

As members of the St Sava College community we should show respect to each other. Managing student behaviour should recognise the age and maturity of the person and not belittle the person through word or deed. Staff and students should recognise the importance of talking politely to those in authority and peers. Students and staff are expected to obey those whom God has placed in positions of authority.

Restorative practices inform a positive and formative approach to managing student behaviour, in particular student discipline. A restorative approach to discipline is a whole-school, relational approach that builds a positive school culture and addresses student behaviour. It fosters belonging over exclusion, social engagement over control, and meaningful accountability over punishment.

Restorative measures help students to learn from their mistakes, grow in self-discipline, take responsibility for their own actions, recognise the impact of their actions on others, and reconcile and resolve conflict with others. With a restorative process, the focus is on relationship and personal accountability through reflection. It should be consistent with the St Sava College mission and ethos, as well as directed towards protection and enhancement of safe learning environments and appropriate to the nature of the offence. Restorative discipline concerns itself with appropriate consequences that encourage accountability that emphasises empathy and repair of harm.

1. Communication

a) To Parents:
School policies and procedures are made available to parents and students upon enrolment, upon request; and are reviewed in newsletters, parent information nights, and parent-teacher meetings.

b) To Students:
The St Sava College Student Code of Conduct and School Rules are made available to students upon enrolment; and are reviewed at the beginning of each year in class. Further reminders are made as needs arise.

c) New staff are made aware of welfare and behaviour management policies and procedures at induction. Staff training takes place within section and/or whole school staff meetings; and particular issues or concerns are raised as required.

Centralised records of behaviour management will be kept and stored.

2. Student Code of Conduct

The welfare of students is paramount in every aspect of school discipline; so that young people are trained in self-discipline and respect for others: attitudes which are important for all their lives.

The Student Code of Conduct, in conjunction with the college rules, sets out the responsibilities and rights of every student. Attention to these guidelines for student behaviour will ensure optimal learning conditions in classes, and mature social development throughout the student's schooling. (See attached documents)

Students, and their parents, are expected to sign the Student Code of Conduct and acknowledge the College Rules upon enrolment, to indicate that they have read, understood and agreed with the school's requirements.

Maintaining appropriate behaviour is a condition for continuing enrolment at St Sava College.

3. Behaviour Management Process

The St Sava College behaviour management process is structured to indicate the behaviour of students, to ensure consistency of standards, sanctions and rewards, and to assist students to become self-disciplined, develop a sense of responsibility for their behaviour, and to be respectful of the rights of others.

Student behaviour is described according to four levels:

- Expected Level - Generally acceptable behaviour, complying with the Student Code of Conduct and School Rules.

- Level 2: Minor misdemeanours but not an obvious pattern of negative behaviour. Teacher is responsible for this level and shall apply appropriate management strategies with the student. (Example Level 2 behaviours: A uniform infringement will be issued if the student does not have the correct uniform. Notes from parents/guardians requesting exemptions or explaining the uniform infringement should be noted and passed on to the Principal.)

- Level 3: (Mandatory parent notification) Development of a pattern of unacceptable behaviour; and/or significant breach of the Student Code of Conduct or School Rules. The Principal is responsible for Level 3 monitoring of students behaviour.

  Students can also be placed on this level for repeated infringements, refusal to follow teacher directions, an unacceptable work ethic and one off misdemeanours of a serious nature (Example: irresponsible play). The Principal monitors this level in consultation with the class teacher.

  If the class teacher observes signs of student misbehaviour that appears to be forming a pattern, or where an escalating level of concern is building, this may trigger the Level 3 monitoring process to begin. In the first instance the class teacher would discuss this with the Principal and together decide upon a course of action involving a monitoring card, a progress review or other section appropriate monitoring strategy.

  The teacher will then discuss the course of action with the student and inform them of the way forward and discuss any factors that may be influencing this behaviour problem. The teacher will discuss the appropriate behaviour required using the Student Code of Conduct as a guide.

  The Principal must contact the parent by phone prior to being placed on Level 3 monitoring in order to advise the parent of the concern and the process.

- Level 4: Escalation from Level 3, non-compliance with conditions set out in course of action in Level 3, a serious one-off breach of the Student Code of conduct, (e.g. bullying WHS risk, aggressive or other serious inappropriate behaviour). This level may result in probationary enrolment. The Principal manages students on Level 4.

4. Suspension or Expulsion

Discipline Policy

Definitions of terms

Term used in this policy	Definition
Suspension	A temporary debarment of a student from all of the classes that a student would normally attend at a school.
Expulsion	The permanent removal of a student from one particular school.
Exclusion	The act of preventing a student's admission to a number of schools. This course of action would not apply whilst St Sava College is a single site school.

Grounds for Suspension or Expulsion
Please read this section in conjunction with the enrolment and expulsion/suspension policies.

Suspension
A decision to suspend a student can be made by the Principal according to the seriousness of the offence, the possible consequences of the action/s and the age of the child. In consideration of the above statement, a student may be suspended if, whilst attending school, travelling directly to or from school or engaged in any off-campus school activity, the student:

a. Behaves in such a way as to constitute a danger to the health of any staff member, student or any other person assisting in the conduct of school activities.

b. Commits an act of significant violence; or causes significant damage or destruction to property; or is knowingly involved in the theft of property.

c. Possesses, uses, or deliberately assists others to use illegal drugs or substances prohibited by law.

d. Possesses or uses alcohol or tobacco.

e. Exhibits a consistent attitude, or performs a significant act, of deliberate defiance which could endanger the student or others.

f. Consistently behaves in a manner that interferes with the educational opportunities of any other student or students (continual disobedience).

g. Behaves in a way which significantly interferes with any of the school's programs or facilities.

h. Engages in unacceptable discriminatory behaviour (including harassment) towards another person based on sex, race (including colour, nationality and ethnic or national origin), marital status, the status or condition of being a parent, the status or condition of being childless, sexual identity, religious beliefs, political beliefs, or physical, learning or mental disability or impairment.

i. Engages in bullying behavior.

j. Deliberately and consistently fails to take advantage of educational opportunities provided by the school.

k. Damages or defaces school building / property.

l. Is in possession or uses a weapon or threatens to use a weapon.

m. Engages in verbal or electronic abuse.

n. Lies to a member of staff.

Expulsion

The Principal may make a recommendation to the school Board to expel a student from the school if, whilst attending school, or directly travelling to or from school, or engaged in any school activity away from the school, the student:

a) Does anything listed under the grounds for suspension but to a greater degree or extent than would warrant suspension;

b) Displays a persistent and ongoing disregard for the Student Code of Conduct;

c) Exhibits behaviour of such magnitude that having regard to the need of the student to receive an education compared to the welfare and safety of other students at the school, and the need to maintain order and discipline within the school, a suspension is inadequate to deal with that behaviour; and

d) Continues with patterns of behaviour demonstrating disregard for strategies implemented to support the student.

A recommendation follows an investigation of the incident or allegation. If no appeal is made within a specified timeframe, the Board will decide whether or not to accept the recommendation to expel. The decision made by the Board will be final.

Investigation of a Significant / Serious Incident or Allegation

St Sava College in its dealings with parents and students aims to meet its moral, spiritual and legal responsibilities. The investigation of disciplinary issues will be conducted along principles of procedural fairness. (NSW Education Act 1990)

a) Students shall be informed of the process by which a matter will be considered.

b) Students and their parents shall be informed of the allegation/s against the student, whilst protecting the identity of witnesses providing evidence as far as possible.

c) Students and their parents shall be informed of the likely consequences of the student's misconduct or of continuing or escalating behaviour. In the case of potential expulsion, the Principal may direct the student not to attend school while the investigation takes place.

d) Students and parents shall be given an opportunity to provide an explanation.

e) Interpreter services will be provided for parents if required.

f) All relevant evidence will be considered, with a view to making a finding on the balance of probabilities as to what happened.

g) As far as possible, the investigation shall be impartial and without bias by those making both the allegation/s and the decision.

h) Where an interview concerns a serious matter, a long suspension or possible expulsion, a support person may attend formal interviews.

i) A brief summary is taken in writing and kept in the student's files. The principal informs the parents and students of the outcome and provides information for appeal or review.

j) The school ensures a right of review or appeal in respect of suspension and expulsion.

Discipline Policy

Policy management	
Date final version prepared	March 2020 (minor addition May 2020)
Date reviewed by the Board	
Policy monitored by	Principal
Responsible for review	Principal
Date for review	
Policy pertains to	All staff, students, parents/carers

Version History

Version	Date	Notes
1.0	March 2020	Prepared for RANGS application as new school
2.0	May 2020	Addition of definitions of suspension, expulsion and exclusion on the advice of NESA inspector