

## 5.10 Discipline policy

The Board of Trustees is committed to developing and maintaining an orderly, emotionally and physically safe environment and to foster mutual respect between individuals. To achieve this, the following procedures and principles apply.

1. A fair and consistently applied set of school rules and discipline processes are to be developed and publicized to parents and pupils.
2. The use of physical force when disciplining children is not an option at Parnell District School.

### **Parnell District School Rules**

1. Treat people with consideration, kindness and respect.
2. Play and move safely in correct areas.
3. Be responsible for your own actions and your own learning.
4. Care for property, equipment and the school environment.

These are elaborated upon by the children in their classes to develop understanding of what they entail. When children fail to keep these rules there are a series of consequences. These can be implemented by the class teacher however for more serious breaches of rules or for repeated misbehaviour there is a more formal process.

### **Discipline Process (School-wide)**

1. Apologise, discuss the rule concerned, make any reparation the teacher deems necessary.
3. Child's name is recorded in duty teacher's notebook and child goes to the withdrawal area for the rest of playtime to consider alternative ways of behaviour.
3. Pupil to write a letter to parents with acknowledgement slip to be returned the next day
4. Parents requested to attend at school to discuss behaviour and consequences. Stand-down or suspension procedures may be instigated. Children who persistently misbehave will be monitored and incidents recorded. Parents will be informed of concerns.

### **Fast Track**

For serious misbehaviour, a child can go immediately to Step 3 or 4.

Additional detailed rules and procedures may be developed for special circumstances e.g. abuse of facilities.

4. The school has a nil tolerance of bullying. Bullying is defined as any deliberate behaviour that causes distress or unhappiness to another person. (This will apply to children and adults in the school).

Examples of bullying include:

- physically or emotionally hurting others
- teasing especially about physical differences
- deliberate exclusion or ostracism of a child by their peers
- harassment or threats
- racial slurs

### **Processes for dealing with bullying.**

A culture of mutual respect and care for others will be deliberately built and maintained. Ways to achieve this are:

- Staff acting as role models in interactions with each other, pupils and parents.
- Classroom programmes aim to develop social and cooperative skills and appropriate conflict resolution skills.
- Clear and regular messages are given by the Principal and Staff about what bullying is and that any sort of bullying is unacceptable.
- Clear guidelines are given to all children about what to do if they are being bullied. i.e. how to give 'I messages' and that they can ask for immediate help from any adult in the school and they will be taken seriously.
- Perpetrators of bullying will be dealt with appropriately which may include consultation with parents, help or counselling.

Reviewed October 2007

Chairperson: Richard Leggat