### Behaviour Code

#### Expectations

**Communication**

Children will speak and interact in a positive manner with each other, staff and visitors. It is an expectation that this behaviour will be modelled by all members of the school community.

**Dress Code**

It is an expectation that all children will wear appropriate clothing (including footwear) that enables them to participate safely in all areas of the curriculum. Students are expected to wear yellow, maroon, grey or black clothing. Bright colourful logos are not acceptable. Regulation school hats are compulsory in Terms 1 and 4 for staff and students.

- For further information please read the Dress Code Policy -

**Movement**

Students will move safely around the school environment which includes walking on paved areas, near entrances and walking around buildings. Running safely on the oval and marked court areas is acceptable. Students will follow the signs regarding play in each area. *(Out of Bounds areas marked with yellow lines)*

**Safety**

Children are expected to play and learn in a safe manner that does not harm themselves or others in any way.

**Learning**

Children will participate in their learning in a positive and active way, allowing the teacher to teach and students to learn.

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#### Range of responses to responsible behaviour

- Class - acknowledges children by verbal recognition, students given extra responsibilities, certificates, notes home and in Student Learning Folders or equivalent.
- Unit - acknowledges individual children or classes by verbal recognition, certificates etc at unit gatherings. Presented by line manager.
- School - individual students, groups, classes, units acknowledged verbally, given certificates at whole school assemblies, presented by member of leadership team or school council member. Names published in newsletter. Citizenship award *Aussie of the Month* recognition.

#### Range of responses to irresponsible behaviour

- Discuss issue with students
- Practise appropriate behaviour
- Write a letter of apology/logical consequence
- Explicit teaching about manners, conflict resolution, problem solving and anti harassment
- *Think Tank/Office Time Out*
- Parents notified
- Miss an activity/excursion
- Suspension
- Exclusion

- Discuss in class meetings why we have a dress code, safety, health and sense of belonging
- Note sent home to parent
- Parent contacted by member of leadership team
- *At play* - if no hat sit under Library shaded area, Castle students to sit under Castle shaded areas
- *In class time* - alternative activities will occur when clothing is inappropriate
- *Out of school* - exclusion from excursions (Phone call home re change of gear)
- Teacher explains/models the way to move around the school safely.
- Practise appropriate movement
- Asked to leave the area
- Walk with duty teacher
- *Think Tank if dangerous or repeated*

- Ask children to identify what was inappropriate
- Practise appropriate safety
- Sit on a spot
- *Think Tank*
- Contact parent
- Exclusion from excursion, camp, excursion
- Suspension if dangerous
- Exclusion if repeated

- Alternative arrangements to finish work
- If continual refusal removal from class. On reaching Office Time Out C.U.L.T. will be given for lunchtime.
- Communication to parents
- Behaviour plan explored

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**EXPECTATIONS**

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<th>ATTENDANCE</th>
<th>Range of responses to responsible behaviour</th>
<th>Range of responses to irresponsible behaviour</th>
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| Students are not to be on school grounds before 8.30 am and are expected to leave by 3.30pm unless involved in sport or attending Out of School Hours Care.  
Students will be ready to begin lessons at 8.45 am and will remain until the end of the school day. Parents/care givers will receive children from the class room when there is a need for the child to leave early. Notification will be provided by the parent if the student is late, absent or needs to leave school early  
For further information refer to the Attendance policy  
If student is later than 8.45 they must first visit the front office with reason for lateness. Reason for lateness is recorded by SSO. A late card is issued to the child and then passed to class teacher. Attendance is monitored by SSOs and Leadership monitors weekly. | - encouragement given to students when they arrive on time and are ready to begin the day  
- inform parents via interview, Student Learning folder or equivalent of student's punctuality and attendance | - teacher contacts parents  
- leadership contacts parents after 3 unexplained entries  
- refer to attendance branch |

| RELATIONSHIPS                                   | students can participate in class/yard activities without restrictions  
students will participate in excursions and camps  
students will have access to a broad and balanced curriculum  
students will participate in team and group activities  
Positive reinforcement given by students, staff & parents | teachers will assist problem solving about relationship issues during class meeting and discuss grievance procedures  
Stop Think Do  
Think Tank  
yard/excursion/camp/graduation: restrictions or exclusions  
leadership counsel individual children  
If child is suspended, then exclusion of after school sport during suspension period |

| RESPECT FOR PROPERTY                            | students will be able to move around and play in a safe, litter free environment  
students will be given responsibility for special projects eg gardens  
students, groups, classes, units will be acknowledged for their responsible behaviours, eg keeping the areas clean and litter free, at class, unit or school level by verbal recognition, certificates etc. | exclusion from eating or drinking in a particular area (OVAL & RESOURCE CENTRE)  
clean/fix any damage where appropriate  
person responsible to negotiate compensation of owner of property  
community service on school grounds  
contact parents, contact police  
suspension |

- Keep the environment free from litter.  
- Respect and care for your own property and the property of others.  
- Keep the environment free from vandalism, including graffiti.  
- Report damaged school property to the front office.  
- School equipment will be used safely, responsibly and returned for use of others.
## BEHAVIOUR WITH RELIEVING/TEACHERS of Nit/SSOs, etc

It is an expectation that children will maintain appropriate behaviour with all adults who work in the school by following instructions and interacting in a positive manner.

- Teacher acknowledges and celebrates appropriate behaviour of individuals, groups or classes through verbal recognition, certificates, thank you notes
- Teacher provides feedback to classroom teacher, line manager etc acknowledging individual students or groups who displayed appropriate behaviour
- Children reflect on behaviour
  - Stop Think Do
  - Consequence for missed learning time i.e. STEPS/
  - IF OFFICE THEN made up learning time at lunch
  - C.U.L.T.
  - All staff to communicate issues to each other re behaviour of students. If using STEPS start a fresh
  - When NIT commences or after recess/lunch
  - Write an apology
  - Leadership contact parents 6. Suspension

## DRUGS

Medication will be kept in the front office.

- Puffers will be kept with students with asthma (especially during P.E. times)
- Asthma packs available in front office/area 2 Bum Bags for emergencies.

- Medication will be used for its prescribed purpose
- Forms must be filled out by parents (i.e., Asthma)
- Communication with parents
  - Suspension/exclusion (for alcohol, illegal drugs etc)
  - Police contact

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### Policies

- [Home](#)