

Elanora Heights Public School

Student Welfare and Discipline Policy



Elanora Heights Public School

RESPECT

ACHIEVEMENT

RESPONSIBILITY

Wellbeing for schools sets out to enable students to be healthy, happy, engaged and successful.

THE CORE RULES - NSW Department of Education and Communities

In NSW public schools students are expected to:

- Respect other students, their teachers and school staff and community members
- Follow school and class rules and follow the directions of their teachers
- Strive for the highest standards in learning
- Respect all members of the school community and show courtesy to all students, teachers and community members
- Resolve conflict respectfully, calmly and fairly
- Comply with the school's uniform policy or dress code
- Attend school every day (unless legally excused)
- Respect all property
- Not be violent or bring weapons, illegal drugs, alcohol or tobacco into our schools
- Not bully, harass, intimidate or discriminate against anyone in our schools

SCHOOL PURPOSE

At Elanora Heights Public School we promote the core values of

- **RESPECT**
- **RESPONSIBILITY**
- **ACHIEVEMENT**

A strong, responsive student welfare program is in place and clear discipline policies ensure a safe, nurturing learning environment for all. The **Welfare and Discipline Policy** incorporates the Behavioural Expectations, Student Reward System, Discipline procedures as well as the DEC Suspension and Expulsion Procedures. **Positive Behaviour Engaging Learners (PBEL)** is seen as a fundamental process in the promotion of positive behaviours, teaching of appropriate social skills, and management of problem behaviours.

RATIONALE

Student and Staff '**Wellbeing**' is the responsibility of all. Elanora Heights Public School encourages a proactive approach to discipline. Positive reinforcement and explicit teaching of expected behaviours is promoted in a consistent and effective manner. Effective teaching and learning is best achieved in a safe, secure, well managed and positive environment in which staff, students, parents and the wider community work together to improve outcomes for all.

RIGHTS FOR STUDENTS AND TEACHERS

Every student has the right to a learning environment free from bullying and intimidation and to feel safe and happy at school. They have a right to be treated fairly and with dignity. The same rights apply to teachers as the school is their workplace.

Elanora Heights Public School Behavioural Expectations

Expectation	All Settings
Respect	• Be polite and kind to others • Show care and consideration for people, property and the environment • Wear your uniform with pride • Celebrate differences
Responsibility	• Be ready to learn • Keep ourselves and others safe • Look after equipment and personal belongings • Take ownership of your actions
Achievement	• Do your personal best • Challenge yourself • Be resilient and persevere • Celebrate your success and the success of others • Welcome new opportunities

STRATEGIES FOR PROMOTING POSITIVE BEHAVIOUR

Students at EHPS are explicitly taught the school values of Respect, Responsibility and Achievement in Term 1. Teachers follow a timeline for teaching these expectations, explicitly discussing what these values and expectations look like in each area of the school.

A whole school reward system is in place and implemented at EHPS to encourage positive behaviour and establish a positive teaching and learning environment. Students are rewarded and recognised when they demonstrate the school's core values of Respect, Responsibility and Achievement. Students collect Mini Merits which amount to Bronze, Silver, Gold and Diamond awards. Students receive these awards during assemblies and their names are published in the school newsletter.

ANTI-BULLYING

Bullying is less likely to occur in a caring, respectful and supportive teaching and learning community. At EHPS Anti-Bullying lessons are explicitly taught K-6 in Term 1 each year.

Resources and information can be found at: <https://antibullying.nsw.gov.au/>

AWARD SYSTEM

Teachers are encouraged to support positive behaviour through the use of Mini Merits for **Respect, Responsibility** and **Achievement**. Mini Merits are handed out to students when they display the core expectations of the school. There is no limit to the number of Mini Merits that a student can receive in a week.

When students collect and submit 20 Mini Merits they receive a **Bronze Award** which is presented at an assembly or morning lines and published in the School Newsletter.

When students collect and submit 3 Bronze Awards they receive a **Silver Award**, which is presented at an assembly and published in the School Newsletter.

When students collect and submit 3 Silver Awards they receive a **Gold Award** which is presented at a **K-6 assembly** and published in the School Newsletter.

Once students collect and submit 2 Gold Awards they receive a Diamond Award and an Elanora Medal. The **Diamond Award** is presented to the student at a **K-6 assembly** and published in the School Newsletter. The **Elanora Medal** is presented to students on **Presentation Day** at the end of the school year. A child can receive multiple medals in their school life.

BEHAVIOUR MANAGEMENT SYSTEM

Managing behaviour incidents	
Minor Warning	In the first instance, speak to the child and issue a verbal warning. Staff will try to solve the problem and remind students of the class/school rules relevant to their behaviour. This could include an immediate consequence such as the following: they may be asked to walk with the teacher or 'sit out' for a short time. Teacher who issues the warning records the warning in Sentral. Class teacher to monitor minor warnings on Sentral and follow up where necessary. For example, repeated minor warnings may warrant further discussion with the child or a meeting with the parent/s.
White Card Incident	Refer to White Card Flow Chart Procedure. Speak to the student/s (allow student a voice about what happened and why). The teacher present at the time of the incident writes the white card and records incident details in Sentral. Student hands white card to their classroom teacher. If the incident occurs outside of the regular classroom, the classroom teacher is notified by the issuing teacher via a phone call. The classroom teacher can add further comments in Sentral if necessary. Principal, Deputy Principal and Assistant Principals are notified of the incident through Sentral. Class teacher calls the parent/s. Any relevant points recorded in Sentral. Register of incidents to be reviewed by learning support team.

	Following 3 white cards, student meets with Senior Executive Staff Member regarding their behaviour and appropriate loss of privileges (e.g. unable to participate in extra-curricular activities). White cards last for the period of 1 term. The number of white cards resets at the beginning of each term.	
Major Incident	<u>Senior Executive Managed</u> Playground: Teacher notifies executive immediately using help needed card/mobile phone. Executive attends immediately.	<u>Senior Executive Managed</u> Classroom: Teacher notifies executive immediately (phone call). Executive attends immediately.
	Appropriate processes to be followed at the discretion of the Senior Executive. This may include; referral to LST, development of learning/behaviour plan, parent notification/meeting, loss of privileges, notification to relevant authorities or suspension.	

SUSPENSION AND EXPULSION

DEC suspension and expulsion guidelines for NSW Public Schools can be found at:

https://education.nsw.gov.au/policy-library/associated-documents/suspol_07.pdf