



## St Philip's Christian College Cessnock Behaviour Management (Discipline) Policy

### DOCUMENT INFORMATION

The College policies are written in accordance with the requirements set out in Section 47 of the *Education Act* and NESA requirements for school registration.

Throughout this document, parent includes a guardian and every person who has parental responsibility for the child, including parental responsibility under the Family Law Act 1975 and any person with whom a child normally or regularly resides.

The student behaviour management guidelines and procedures apply to the behaviour of students at school, on the way to and from school and while away from the school site on school endorsed activities. They can also apply outside of school hours and off school premises where there is a clear and close connection between the school and the conduct of students. This includes the use by a student of social networking sites, mobile phones and/or other technology to threaten, bully or harass another student or a staff member for school related issues.

Supervisor	Matt Connett
NESA Information	<p><i>Registered and Accredited Individual Non-Government Schools (NSW) Manual</i></p> <ul style="list-style-type: none"> <li>• Section 3.6 - Safe and Supportive Environment</li> <li>• Section 3.7 - Discipline</li> <li>• Section 3.10 - Educational and Financial Reporting</li> </ul> <p><a href="https://educationstandards.nsw.edu.au/wps/portal/nesa/regulation/school-registration/registration-and-accreditation-individual-non-government-schools-manual">https://educationstandards.nsw.edu.au/wps/portal/nesa/regulation/school-registration/registration-and-accreditation-individual-non-government-schools-manual</a></p>
Related Documents	<p>A Guide to the Child Safe Standards  <a href="#">Behaviour Management Guidelines and Procedures 2022</a>  <a href="#">Uniform Policy</a>  <a href="#">Mobile Phone</a>            Code of Conduct Policy            Commendation Policy            Anti-Bullying Policy            Pastoral Care Policy            Drugs in Schools Policy            Enrolment Policy            Complaints and Grievances Policy</p>
Policy Review	This policy will be reviewed every 3 years, or as needed in line with legislative changes and the requirements of the NSW Association of Independent Schools.
Implementation Date	January 2022
Review Date	January 2025



St Philip's Christian College Cessnock Behaviour Management (Discipline) Policy		
	CONTENTS	page
	Document Information	1
1	General Statement	2
2	Aim	3
3	Rationale	3
4	Context	3
5	Procedural Fairness	4
6	Appeals	5

## 1. General Statement

*"Love one another just as I have loved you."* (John 13:34)

The aspiration of the College is to demonstrate the love of God and the values of Jesus Christ to permeate the life of our school community. Pastoral care and discipline at St Philip's Christian College Cessnock, encompasses all that we are and all that we do.

All students have the right to be treated fairly and with dignity in an environment that is free from disruption, intimidation, harassment and discrimination. To achieve this, St Philip's Christian College Cessnock will uphold and maintain high standards of discipline.

When parents enrol their child at St Philip's Christian College Cessnock, they enter a partnership with the school. This partnership is based on a shared commitment to provide opportunities for students to take responsibility for their actions. Collaboration between staff, students and parents is important and the policy is based on the expectation that students, parents and staff work together in an environment of mutual trust and respect. Parents are expected to support the school in the implementation of the College Behaviour Management (Discipline) Policy.

In implementing the Behaviour Management (Discipline) Policy and Procedures, the Principal, and/or delegates, take into account the student's age, individual needs, developmental level and any disability. The Principal, and/or delegates, also consider the safety, wellbeing and welfare of the student, staff and other students in the class and school.

## **2. Aim**

The aim of the Behaviour Management (Discipline) Policy is to ensure that we provide a safe, secure and happy learning environment where all students feel valued and supported. Our aim is to work in partnership with parents and students to develop responsible young people who can make informed decisions.

To achieve this, we employ strategies which enable students to develop and model appropriate behaviour and modify inappropriate behaviour.

## **3. Rationale**

Every student has a right to feel safe and secure and able to learn to their best ability. Inappropriate behaviour should not interfere with the teaching and learning processes in the classroom. Students must understand the consequences of their actions so they can make positive decisions about their behaviour. Matthew 22:39 encourages us to put the needs of others before our own, to make wise decisions, accept responsibility for our actions and its consequences and to demonstrate repentance through attitude and action. Behaviour management at St Philip's Christian College Cessnock provides the opportunity for restoration. While misbehaviour must be dealt with, the focus is on developing acceptable behaviour in the future.

Implicit within this document is that teachers have a responsibility for strengthening relationships in the school community; assisting students to resolve their difficulties; repairing relationships between students, with themselves and for re-entering students into the classroom. Parents are partners in this process and will be informed of patterns of behaviour that cause a concern and will be involved in the process to address this.

## **4. Context**

1. Students are required to follow the College rules and comply with the directions of teachers and other people with authority delegated by the School.
2. Students are required to show respect for teachers, other students, other staff and school visitors and not engage in any form of harassment, victimisation or intimidation.
3. Where a student disregards rules, disobeys instructions or otherwise engages in conduct which causes or may cause harm, inconvenience or embarrassment to the School, staff members or other students, the students may be subject to disciplinary action.
4. The student will be made aware of their inappropriate behaviour and it will be clearly explained why they are receiving a consequence.
5. The disciplinary procedures undertaken by the School vary according to the seriousness of the alleged offence. Where the allegation, if proved, may result in suspension or expulsion, the student and parents will be informed of the allegations and procedural steps to be followed in dealing with the matter. In relation to all matters to be investigated, students will be informed of the nature of the allegation and given an opportunity to respond to the allegations.
6. The penalties imposed vary according to the behaviour and the prior record of the student. At the lower end of the scale, an admonition or detention may be appropriate. At the upper end of the scale the behaviour could result in suspension or expulsion.

7. The school prohibits the use of corporal punishment in disciplining students attending the school. The school does not explicitly or implicitly sanction the administering of corporal punishment by non-school persons, including parents, to enforce discipline at the school.
8. Where the offending behaviour is of such a nature that it may result in suspension or expulsion, the student and their parent will be:
  - a. Informed of the alleged infringement
  - b. Informed that the matter will be/has been presented to the Disciplinary Committee
  - c. Informed of the procedures to be followed which will include an opportunity to have a parent or guardian present when responding to the allegations
  - d. Afforded a right of review of appeal
9. Where the offending behaviour is of such a nature that it may result in expulsion, the Principal will reach a decision in relation to the allegation and recommend the penalty to be imposed to the Executive Principal. The parents will be informed of the finding and recommendation and may make representations to the Principal in respect of the finding and recommendation. The Executive Principal then makes a final decision.

## **5. Procedural Fairness**

St Philip's Christian College Cessnock is responsible for determining incidents that may require disciplinary action and the nature of any penalties that may apply. The process that leads to the imposition of such penalties are done with procedural fairness.

Procedural fairness includes making available to students and their parents a copy of the policy and outlining the procedures under which the disciplinary action was taken. It also includes providing details of an allegation relating to a specific matter or incident. Student and staff confidentiality must be maintained.

To assist in maintaining procedural fairness;

- Information will be collected, where appropriate, from other students, teachers and relevant witnesses, using non-leading questions, and with no assumptions of guilt expressed on the part of the accused student.
- There will be an initial formal interview conducted with the student, in which all relevant information will be supplied. The student will be provided with the specific allegation/s and any other information that will be taken into account in considering the matter. Parent may be invited to attend this interview, depending on the perceived gravity of the allegation. Parent may invite a support person/observer to this interview.
- The student will be given the opportunity to respond to the allegations
- The student will be told the process that will be followed
- Incidents that may result in an out-of-school suspension or expulsion are presented to The Disciplinary Committee. Staff involved in the investigation process will present details of the findings, matters will be discussed and further action will be determined.
- In cases where expulsion may be contemplated, there may be opportunity for a second formal interview to occur, to which the parent and other appropriate support personnel will be invited, to provide the opportunity for a complete and considered response to the allegations.

## **6. Appeals**

The student and parents may request a review of a decision to impose a long suspension or to expel a student if they consider that correct procedures have not been followed or that an unfair decision has been made.

Appeals must be made in writing stating the grounds on which the appeal is being made.

The appeal must be addressed to the College Board of Governors and lodged with the Principal who will forward it to the Chairman of the Board of Governors. The Chair will convene a meeting of a Board sub committee which will review the procedures followed and the grounds on which the decision was made. The outcome of the review and the reasons for the decision will be given in writing to the parents.