



# STUDENT MANAGEMENT POLICY

## **Rationale:**

The school actively seeks to engage with parents and the community to ensure a positive and inclusive school culture in which every student has the opportunity to succeed. The school works collaboratively with students and parents/carers to establish fair and respectful behaviour policies and practices, based on the school's values, expected social competencies and positive peer relationships. There are also intervention strategies in place to address inappropriate behaviours which can negatively impact on the learning environment of the self and others.

## **Aims:**

- To provide a safe, pleasant and supportive learning and teaching environment free from bullying (including cyber bullying), harassment, violence, discrimination or intimidation.
- For students to participate fully in the school's educational programs and to ensure that their behaviours demonstrate respect for themselves, their peers, their teachers and all other members of the school community.

## **Implementation:**

### Shared Expectations

- Engagement (participation in the classroom and other school activities)
  - Students demonstrate:
    - preparedness to engage in and take full advantage of the school program
    - effort to do their very best
    - self-discipline to ensure a cooperative learning environment and model the school values
    - team work
  - Parents/Carers
    - Promote positive outcomes by valuing the importance of education and liaising with the school on their child's progress/needs
    - Support their child in their preparedness for the school day and in the provision of a supportive home environment
    - Monitor their child's school involvement and progress and communicate with the school when necessary
    - Are informed and supportive of school programs and actively participate in school events/parent groups
  - Staff
    - The school will comply with its duty of care obligations and have a responsibility to provide an educational environment that can effectively engage all students
    - The school will provide appropriate, relevant and challenging curriculum that gives students the opportunity to have input into their learning and experience success

- Attendance
  - All students are expected to:
    - attend and be punctual for all classes every day that the school is open to students
    - be prepared to participate fully in lessons
    - bring a note from their parents/carers explaining any absence
  - Parents/Carers are expected to:
    - ensure that enrolment details are correct
    - ensure their child attends regularly
    - advise the school as soon as possible when a child is absent
    - account for all student absences
  - In accordance with DET procedures the school will:
    - proactively promote regular attendance
    - mark rolls accurately each day and follow up on absences
    - identify trends via data analysis
    - report attendance data in the school's Annual Report
    - support students whose attendance is problematic by working with families to implement individual strategies
- Behaviour
  - Students are expected to:
    - take responsibility for their learning and have high expectations that they can learn
    - take responsibility for their behaviour and its impact on others
    - model the school's core values of diversity, achievement, responsibility and endeavour
  - Parents/Carers are expected to :
    - have high expectations of their child's behaviour and an understanding of the schools behavioural expectations
    - Communicate with the school in regards to their child's circumstances
    - Cooperate with the school by assisting in the development and enforcement of strategies to address individual needs. The school will deliver an inclusive and comprehensive curriculum which promotes positive behaviours and emphasises the wellbeing of every child focusing on pro-social behaviours in curriculum content
  - The School will:
    - Employ whole school and classroom practices to establish a climate in which appropriate behaviour is the norm for all students and focus on the implementation of preventative and early intervention strategies to deal with attendance and behavioural issues
    - Consistently apply its behaviour management strategies through a shared collegiate understanding and only exclude students in extreme circumstances.
    - Recognise that for some students additional support may be needed in the form of staged responses and is committed to working with families to reintegrate students after exclusion

## School Action and Consequences

Corporal Punishment is prohibited in all Victorian schools. Corporal punishment must NOT be used at the School under any circumstances.

Student engagement, regular attendance and positive behaviours will be supported through relationship based whole-school classroom practices, including targeted and individualised support when required. Whole school practices include:

- Establishing predictable, fair and democratic classrooms and school environments
- Ensuring student participation in the development of classroom and whole school expectations
- Providing personalised learning programs where appropriate for individual students
- Consistently acknowledging all students
- Empowering students by creating multiple opportunities to take responsibility and be involved in decision –making
- Providing physical environments conducive to positive behaviours and effective engagement in learning

Inappropriate behaviours, including irregular attendance, will be supported through a staged response, including:

- Understanding the student's background and needs
- Ensuring a clear understanding of expectations by both students and teachers
- Providing consistent school and classroom environments
- Scaffolding the student's learning program

Broader support strategies will include:

- Involving and supporting the parent/carer
- Mentoring and/or counselling
- Convening student support group meetings
- Developing individualised learning, behaviour or attendance plans
- Involving community support agencies
- Contact with the Regional Office

### Discipline Procedures – suspension and expulsion

A student may be excluded from school in situations where all other measures have been implemented without success, or where an immediate suspension is the only appropriate course of action in response to the student's behaviour which may put the health, safety and well-being of other students, staff or themselves at significant risk.

Consequences which may be used prior to suspension include:

- Withdrawal of privileges
- Use of behaviour and attendance sheets to monitor behaviour
- Withdrawal from class activities for a specified period. Where appropriate, parents/carers will be informed of such withdrawals.
- Withdrawal from the yard. Where appropriate, parents/carers will be informed of such withdrawals.
- In School Suspension (withdrawal from class and the yard). Parents/carers will be informed of such withdrawals.
- Convening of a school support group.

When considering suspension or expulsion, the school follows the Department of Education and Training's procedures.

If a parent/guardian is not satisfied with the school's response, the Department has framework to help resolve parent complaints:

1. **School** - as concerns are best handled at the school level, your child's school is your first point of contact.
2. **Region** - if you have made a complaint to your child's school and you are not satisfied with how it has been handled or the proposed resolution you can refer your complaint to the school's region. Frankston East Primary School is located in South Eastern Victoria Region and can be contacted on 03 8765 5600
3. **Central Office** - if you are not satisfied after following both school and region processes, you can refer your complaint to the Department. The Department will consider your complaint and work to resolve it, or the Department may refer your complaint to the Independent Office for School Dispute Resolution.

If you are not satisfied with the Department or the Independent Office for School Dispute Resolution's handling or response you are also able to refer your complaint to the Victorian Ombudsman.

**Evaluation:**

This policy will be reviewed as part of the school's four-year review cycle.

This policy was last ratified by School Council in....

**Nov 2017**