






Renmark North Behaviour Management Procedure

Behaviour Steps

Step 1	Warning 1	Student receives a reminder for a minor offence. Teacher to record.
Step 2	Warning 2	Student receives a reminder for a minor offence. Teacher to record.
Step 3	Class Time Out	<ol style="list-style-type: none"> 1) Student is placed in class time out 2) Student must have a conversation with their teacher/SSO before they are able to re-enter the class.
Step 4	Buddy Class Parent Contacted Upper Primary Buddy Class = Junior Primary Junior Primary Buddy Class = Upper Primary  <i>* Student misses out on Success Friday</i>	If a student is sent to buddy class you must: <ol style="list-style-type: none"> 1) Fill out an 'Incident Report Form' and circle 'Buddy Class'. One copy must be stuck into the child's communication book and sent home to parents/carers (white), one must be kept by the teacher for their own records (yellow) and the other is to be handed to the office and placed in the 'Incident Report Form' folder (pink). 2) If a student is sent to 'Buddy Class' they must fill out a reflection form before they are able to return to their class. 3) Student must have a conversation with their teacher or Leadership before they are able to re-enter the class. If the behaviour continues, student is to be sent to the office. 4) Teacher to notify parent/carer (Dojo or phone call – parent preference).
Step 5	Office Parent Contacted  <i>* Student misses out on Success Friday</i>	If a student is sent to the office, you must: <ol style="list-style-type: none"> 1) Fill out an 'Incident Report Form' and circle 'Office'. One copy must be stuck into the child's communication book and sent home to parents/carers (white), one must be kept by the teacher for their own records (yellow) and the other is to be handed to the office and placed in the 'Incident Report Form' folder (pink) 2) The student must have a conversation with their teacher or Leadership before they are able to re-enter the class. 3) Parent/Carer must be notified by the teacher or leadership team that their child has spent time in the office.
Step 6	Take Home Parent Contacted 	A student will receive a 'Take Home' as a response to a 'Behaviour Emergency' when: <ul style="list-style-type: none"> <input type="checkbox"/> The student is displaying behaviours of concern that are unsafe, severe and prolonged. <input type="checkbox"/> Reasonable efforts have been made to intervene in the behaviour/s and support the student without success. <input type="checkbox"/> The student is too angry, upset or distressed to remain at school.





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	* Student misses out on Success Friday	<p>If a student receives a Take Home the following must occur from Leadership:</p> <ol style="list-style-type: none"> 1) Parent/Carer must be notified (by the leadership team) that their child has been issued a 'Take Home' in response to a behaviour emergency. 2) Record student absence in EDSAS with 'Take Home' code 'K'. 3) Create a behaviour management record in the student's EDSAS file through the Personal Information Part 1 screen with consequence code 'TH' for Take Home. 4) Arrange a reconnection meeting/discussion before student re-enters classroom.
Step 7 Parent Contacted	Suspension	<p>A student will be 'Suspended' on the following grounds:</p> <ul style="list-style-type: none"> <input type="checkbox"/> The student has threatened or perpetrated violence. <input type="checkbox"/> The student has acted in a manner that threatens the safety or wellbeing of a student, member of staff or other person associated with the school (including by sexually harassing, racially vilifying, verbally abusing or bullying that person). <input type="checkbox"/> The student has acted illegally. <input type="checkbox"/> The student has interfered with the ability of a teacher to teach or of a student to learn. <input type="checkbox"/> The student has acted in a manner that threatens the good order of the school by persistently contravening or failing to comply with rules applying within the school with respect to behaviour. <input type="checkbox"/> The student shows persistent and wilful inattention or indifference to school work. <p>If a student receives a Suspension the following must occur from Principal:</p> <ol style="list-style-type: none"> 1) Contact the parent/carer to arrange collection of the student by an adult. 2) A 'Notice of suspension' in EDSAS from school must be generated and given to the student and parent/carer and a copy in the student file. 3) Attach a copy of the 'Suspension and exclusion information for parents and carers' factsheet to the 'Notice of suspension form school'. 4) Record 'SU' absence in EDSAS. 5) Arrange a date and time for reconnection meeting prior to the students return to school.
Step 8 Parent written communication	Exclusion	<p>A principal cannot exclude a student from attendance at a school unless the student has first been suspended from attendance at the school for no more than 5 consecutive school days. The principal must issue a 'Suspension Pending Directions notice' to inform the student and their parent/carer that exclusion is being considered.</p>





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		<p>1) During this 5 day period, a Directions Conference to discuss the behaviour and the appropriate next steps must be arranged with:</p> <ul style="list-style-type: none"> • the student • their parents and • relevant professionals <p>2) At the Directions Conference, the student (and their parents) must be provided with an opportunity to:</p> <ul style="list-style-type: none"> • hear the concerns about their behaviour • respond to the concerns • provide any additional information that they would like the principal to consider when deciding if an exclusion should happen • discuss how they would like to repair the harm that may have been caused by the behaviour. <p>If the principal decides to exclude the student, they must provide a written Notice of exclusion from school outlining:</p> <ul style="list-style-type: none"> • the grounds for the exclusion • the exclusion period and • a date for the reconnection meeting prior to the student's return to school • the student's rights to appeal the exclusion decision. <p>The participants of the meeting must then make plans for the exclusion period.</p> <p>Exclusion from school means that the student does not attend school for a set period:</p> <ul style="list-style-type: none"> • ranging from 4 to 10 weeks, or • for the remainder of a term. If an exclusion is for the remainder of a school term, it may be less than 4 weeks or more than 10 weeks, for example: <ul style="list-style-type: none"> ○ a student can be excluded for 2 weeks if the exclusion starts in week 8 and is for the remainder of the term ○ in the event of a 12 week term, where the student is suspended pending directions for 5 days and excluded for the 11 weeks remaining in the term. <p>Before the student's scheduled return to school, a reconnection meeting must be held. At the reconnection meeting the student's progress is reviewed, including whether the learning tasks or goals have been achieved.</p>
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MINOR OFFENCES	MAJOR OFFENCES
<p>Disruptive Behaviour: Calling out, off task, arguing, attention seeking, disrespectful towards others, inappropriate language, unsafe behaviours, out of bounds, not following instructions</p>	<p>As reported in EDSAS: 1) The student has threatened or perpetrated violence. 2) The student has acted in a manner that threatens the safety or wellbeing of a student, member of staff or other person</p>





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	associated with the school (including by sexually harassing, racially vilifying, verbally abusing or bullying that person). 3) The student has acted illegally. 4) The student has interfered with the ability of a teacher to teach or of a student to learn. 5) The student has acted in a manner that threatens the good order of the school by persistently contravening or failing to comply with rules applying within the school with respect to behaviour. 6) The student shows persistent and wilful inattention or indifference to school work.
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Note: Parents with a grievance towards a Renmark North School staff member can:

- # Arrange a meeting time with the Principal / Student Wellbeing Leader to discuss their concern.
- # Allow a reasonable time frame for the issue to be addressed.

If the issue has not been resolved after meeting with Principal / Student Wellbeing Leader, please phone the

Parent Complaint Hotline: 1800 677 435

It is important that these concerns are dealt with in a confidential manner.

When the matter is discussed in the student's hearing, it is important that the student understands you have confidence the issue will be resolved confidently at the school level.

The school can only deal with the issues that are raised in the ways outlined above.

If we do not receive information then we assume all is well.

