



KINGSTON PRIMARY SCHOOL

Policy on Positive Behaviour

Purpose

Our Positive Behaviour Policy is in place to ensure the safety of everyone at the school, and to support an environment which promotes learning, and safe and respectful relationships.

Our Policy is based on the “Three Wise Is”:

I am safe

I am respectful

I am a learner

Rights	Responsibilities	In Practice
<ul style="list-style-type: none">• Right to feel safe	<ul style="list-style-type: none">• To behave in a safe manner	<ul style="list-style-type: none">• Be kind and friendly• Staying within school boundaries• Do not hurt yourself or others
<ul style="list-style-type: none">• Right to be treated with respect	<ul style="list-style-type: none">• Show respect for others and their property	<ul style="list-style-type: none">• Speak and act respectfully to others• Look after others and school property• No put downs
<ul style="list-style-type: none">• Right to learn	<ul style="list-style-type: none">• To let others listen and learn	<ul style="list-style-type: none">• Attentive listening• Active and positive participation during activities

We recognise that social skilling is the most effective method of developing positive behaviours. Consequently we support our students in appropriate behaviour by:

- negotiating class rules in line with school rules
- building class **community circles** to discuss and resolve problems
- organising regular co-operative learning opportunities to build inclusion
- providing a **Mediator program**; grade 5/6 students undertake a training programme
- providing **Merit Certificates based on the Three Wise Is**
- providing **student leadership opportunities** such as Student Council reps, house captains, sports leaders
- fostering **peer tutoring** and buddy classes
- using a **common language** based on the Three Wise Is and Stop, Walk and Talk

To ensure a safe and supportive classroom, we will

- act in a safe way by avoiding anything which will hurt others or ourselves
- listen attentively
- give others “think time” so they can participate
- speak respectfully
- stay on task so that we don’t distract other people from learning

Classroom behaviour consequences are determined by the following steps:

1. **Low level non-compliance** - rule reminder.
2. **Low level non-compliance** - reminder of choice / task clarification.
3. **Low level non-compliance** - Time out within classroom or in a designated area.
4. **Continued disruption.** Relocation to another classroom (with agreement of colleague) (**Blue relocation card**). Teacher to follow up on return to class
5. **Non-compliance, aggression and defiance, or endangering the safety of others.**

Relocated to Time Out with senior staff. (**Red relocation card**). Time out for rest of session with consequent loss of play time in some cases (in the Reflection Room).

Negotiated re-entry to class through debrief with teacher.

Notify parents after high level incident.

An Individual Daily Report may be negotiated with the class teacher, the student’s parent/carer in the event of ongoing behavioural issues.

6. **Internal suspension and/or Daily Report.**

7. **External Suspension** at home.
8. **Part time enrolment** and/or **alternative programs**.

Playground:

To ensure a safe and happy playground we will:

- play safely, sensibly and co-operatively
- solve our problems by talking and listening, sometimes with the help of Mediators or Duty Staff
- use respectful, appropriate, non-threatening language
- play in the correct areas and within school boundaries
- take care of our school environment
- use our play equipment safely
- respect the walk and quiet areas and yellow footprints
- wear sunsmart hats when outside in Terms 1 and 4
- stay in the correct playground

Playground Consequences

1. **Low level non-compliance** Rule reminder – give a choice
2. **Low level non-compliance** Time out within the playground (silver/green bench).
3. **Continued disruption.** Removal from the playground to Reflection Room
4. **Non-compliance, aggression and defiance, or endangering the safety of others.**
Involve Principal and senior staff, who will notify parents/carers when appropriate

To facilitate Behaviour Management:

- there will be a senior staff member at school at all times. Should all senior staff be elsewhere, a nominated teacher will be relieved of classroom duties

- duty teachers will carry a first aid kit containing basic first aid equipment, and red cards to summon additional help/ or send in badge
- duty teachers will ensure they are the last one inside following breaks
- students should not be in class unless supervised by their classroom teacher

Bus

Students and parents will agree to specific bus behaviours by signing an agreement.

Students will agree to:

- be seated while buses are in motion
- throw nothing out of windows
- do nothing which endangers the safety of the vehicle or another person
- make sure they don't threaten, harass or intimidate another person.

Should this agreement be infringed, a written notification is issued to parents.

Should a second incident occur, the student will be suspended from bus travel for a period of up to five days. Further incidents will lead to long term suspension from bus travel.

Blue cards/Red cards/White playground incident forms

Behaviour incident report forms will detail specific infringements and be handed to the Principal, who will have them entered into the School-wide Information System (SWiS).

Daily reports

From time to time individual students may have daily reports to suit their specific needs.

Reflection Room

Students may need to be relocated to a quiet, reflective area to enable them to calm down and consider appropriate behaviour. **This step occurs only when referred by a senior staff member.**

Suspensions

In rare cases and after all other avenues have been addressed, a student may be suspended from school for a short period. This will necessitate a negotiated return to school.

Counselling

Counselling is provided for students and families by the School Psychologist or Social Worker, as required.

Referral to other agencies is facilitated when appropriate.

Review cycle: This policy will be reviewed every 3 years. It is due for Review in **Term 4, 2017.**

APPENDIX

Forms :

- Relocation to another classroom (blue card)
- Relocation to senior staff (red card)
- Playground Incident Form (white)
- Yellow "Sunshine" Award
- Reflection Room form
- Bus Contract

RELOCATION TO ANOTHER CLASSROOM	
Full Name:	Date:
Referring teacher:	Time:
Rule which has been broken (tick box) <input type="checkbox"/> I am safe <input type="checkbox"/> I am respectful <input type="checkbox"/> I am a learner	
Length of Timeout requested: <input type="checkbox"/> 15m <input type="checkbox"/> 30m <input type="checkbox"/> Other _____	

During relocation the student is to	Behaviour during relocation
<input type="checkbox"/> Sit alone and reflect	<input type="checkbox"/> Acceptable
<input type="checkbox"/> Complete set work	<input type="checkbox"/> Not acceptable
<input type="checkbox"/> Write about the incident	
Comment if necessary: Relocation Teacher signature _____	

RELOCATION TO SENIOR STAFF	
Full Name:	Date:

Referring teacher:	Time:
<p>Rule which has been broken</p> <p><input type="checkbox"/> I am safe</p> <p><input type="checkbox"/> I am respectful</p> <p><input type="checkbox"/> I am a learner</p> <p><u>More details:</u></p>	
<p style="text-align: center;">SENIOR STAFF TO COMPLETE</p> <p><input type="checkbox"/> Behaviour reflection sheet completed</p> <p><input type="checkbox"/> Re-entry agreement with student/teacher</p> <p><input type="checkbox"/> Parents have been contacted</p> <p><input type="checkbox"/> Student has made amends eg apologised</p> <p>Details _____</p>	

**KINGSTON PRIMARY SCHOOL
PLAYGROUND BEHAVIOUR INCIDENT REPORT FORM**

Name of Student (s):

Date:	Time:
Location:	
Reporting Teacher:	

Description of Incident:

Action taken by Teacher:

Teacher's Signature: _____ **Senior Staff Signature:** _____

Senior Staff to complete – Action taken:

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Kingston Primary School

Good  **News**

Name:	Date:
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Class:	Time:
Good News:	

Signed: _____
(Senior Staff)

Sent home on: _____

REFLECTION ROOM

Which of the 3 Wise Is have I broken?

I am safe
I am respectful
I am a learner.

Write/draw a picture about the reason/s why you are having time in the Reflection Room.

What will you do next time?

Name:

Date:

Senior Staff referral signature

Agreement for using Wisby's buses at Kingston Primary School 2015

These rules are for everyone. They are designed to keep everyone on the bus safe.

Please make sure you read them to your child and that they understand what is needed to keep them safe.

Be safe:

- I will be quiet so the driver can concentrate
- I will do what the driver tells me
- I will sit where the driver tells me
- I will stay still while the bus is moving
- I will not throw anything inside or outside the bus

Be respectful of people:

- I will not swear or speak rudely

Be respectful of property - not wreck stuff:

- I will make sure I do not damage anything on the bus
- I will not stand on the seats or put my feet on the seats
- I will not eat or drink on the bus (unless I have permission from the driver)

Consequences of breaking the rules

If a child breaks these rules, they will receive a warning and you, the parent/carer will be phoned by the school.

If the child breaks the rules again, they will be suspended from bus travel for a week.

If the child then breaks the rules again, the bus company can refuse to take the child on the bus.

Please sign below to show that you and your child have read these rules.

Child's signature:

Parent's signature:

Date:

Department of Education