SCOTS ALL SAINTS COLLEGE



STUDENT DISCIPLINE POLICY AND PROCEDURES

Policy Document Name	Student Discipline Policy and Procedures
Last Updated on	28 August 2023

Introduction

The governing body of a registered individual school must demonstrate that the behaviour management and discipline of students observes the principles of procedural fairness and the prohibition of discrimination.

Purpose and Objectives

Every student has the right to a learning environment free from bullying and intimidation and to feel safe and happy at school. They also have the right to be treated fairly and with dignity. Discipline is necessary to ensure the safety and welfare of all our students, teachers and staff and to provide a conducive learning environment. This Student Discipline Policy and its Procedures are part of the framework through which school manages student discipline.

Scope

This Policy and its Procedures apply to all staff, volunteers and contractors at the school.

Responsibilities

Teachers' Responsibilities

To support teachers in attaining and maintaining Proficient Teacher accreditation, the Scots All Saints College encourages teachers to take responsibility for managing challenging behaviour by establishing and negotiating clear expectations with students and addressing discipline issues promptly, fairly and respectfully.

To support experienced teachers in attaining and maintaining Highly Accomplished Teacher accreditation, the Scots All Saints College encourages experienced teachers to take responsibility for developing and sharing with their colleagues a flexible repertoire of behaviour management strategies using expert knowledge and workplace experience.

To support highly experienced teachers in attaining and maintaining Lead Teacher accreditation, the Scots All Saints College encourages highly experienced teachers to take responsibility for leading and implementing behaviour management initiatives to assist their colleagues to broaden their range of strategies.

Policy

Student Discipline

Every student has the right to a learning environment free from bullying and intimidation and to feel safe and happy at school. They also have the right to be treated fairly and with dignity.

Discipline is necessary to ensure the safety and welfare of all our students, teachers and staff and to provide a conducive learning environment.

This Policy sets the framework through which Scots All Saints College manages student discipline.

Strategies to Promote Good Discipline

The Scots All Saints College seeks to develop a culture of positive discipline by setting clear expectations of students and encouraging positive behaviour. Strategies for developing this culture include:

- clearly setting behaviour expectations
- establishing specific teaching and learning programs

- communicating expectations with the wider Scots All Saints College community acknowledging positive behaviours in a range of ways from informal verbal acknowledgement through to structured merit awards
- maintaining records with respect to student behaviour.

Prohibition of Corporal Punishment

It is our policy that:

- we prohibit corporal punishment
- we do not explicitly or implicitly sanction the administering of corporal punishment by non- school persons, including parents/guardians, to enforce discipline at the Scots All Saints College.

The use of any corporal punishment by a staff member is strictly prohibited. Any staff member who breaches this rule will be subject to disciplinary proceedings which may include dismissal.

Procedural Fairness

Students have a right to procedural fairness in dealings that involve their interests. This includes disciplinary decisions.

The principles of procedural fairness include the right of students to:

- know what the rules are and what behaviour is expected of them
- have decisions determined by a reasonable and unbiased person
- be informed of, and have an opportunity to respond to, any allegations against them be heard before a decision is made
- have a decision reviewed (but not to delay an immediate punishment).

Scots All Saints College is committed to ensuring procedural fairness when disciplining a student.

Scots All Saints College Rules and Expected Standards of Behaviour

Students are expected to abide by the rules of the Scots All Saints College, and the directions of teachers and staff.

Examples of written rules that students are expected to follow are dealt with in:

- Student Code of Conduct
- College Rules
- Uniform Policy
- Bullying Prevention and Intervention
- Student Use of Illicit Drugs

Consequences

There are a range of consequences that students will face if they breach Scots All Saints College rules or are disobedient. These include:

- warnings or reprimands (verbal or written)
- time outs
- clean up duties
- cancellation of privileges

- withdrawal from Scots All Saints College activities detentions
- suspension
- expulsion
- exclusion.

A decision to suspend or expel a student may only be made by the Deputy Head of College or the Head of College.

Individual Behaviour Management Plan

Where the level of misbehaviour breaches the Scots All Saints College's Code of Conduct, individual behaviour management plans may be made.

Plans will be negotiated between Scots All Saints College staff, students and parents/guardians, and will consider the student's:

- age
- developmental needs
- behavioural context.

The desired behaviour of the student will be clearly described. The plan will outline changes required to the learning environment to support the student to modify their behaviour.

The Scots All Saints College will refer the student to other support available and review, assess, change and modify the plan as needed.

Procedures

Procedures for Suspension, Expulsion and Exclusion

Scots All Saints College has developed specific procedures that must be followed when considering the suspension or expulsion of a student. Refer to our **Suspension, Expulsion and Exclusion Procedures.**

Implementation

This Policy is implemented through:

- staff training and professional development opportunities in behaviour management communicating this Policy to the Scots All Saints College community
- monitoring the effectiveness of the Policy
- reviewing and evaluating the Policy annually.

Breach of this Policy and Procedures

This section is not applicable.olicy is implemented through:

Definitions

Term	Definition
Suspension	Suspension is a temporary removal of a student from all of the classes that a student would normally attend at a school for a set period of time.
Expulsion	Expulsion is the permanent removal of a student from one particular school.
Exclusion	Exclusion is the act of preventing a student's admission to a number of schools. In extreme circumstances, the principal of a school may make a submission to an appropriate authority, or to other schools, recommending the permanent exclusion of a student from the registration system of which the school is a member, or from other schools.

-

Source of Obligation

The NSW Registration Manual (3.7.1 and 3.7.2) requires the Scots All Saints College to have policies relating to discipline of students attending the Scots All Saints College that are based on principles of procedural fairness and that do not permit corporal punishment of students.

Related Policies and Procedures

- The Student Code of Conduct
- College Rules
- Uniform Policy
- Bullying Prevention and Intervention
- Student Use of Illicit Drugs

Related Forms and Documents

There are no additional documents that are related to this Policy.

References

There are no applicable references for this Policy.

Policy History and Schedule

Insert Policy Control/Administration Information