Student Behaviour Expectations Policy

1. Rationale

St Columba Anglican School is a community founded upon respect and responsibility. The actions of all members of our school community should be safe, and students should behave in a way that reflects well upon themselves, their family and the School and be considerate of others.

Our School Values help guide our behaviour towards ourselves and others. At St Columba Anglican School, discipline is a positive process, which enables students to participate as productive, responsible members of the community. An important part of education is to develop effective self-regulation so that at all times students behave in a manner that is safe, legal, and considerate.

The fundamental expectation governing student conduct is that each student should behave in a manner that respects others. Students are expected to treat others in the manner they would wish to be treated themselves. The best possible conduct is expected from all students at all times. Poor behaviour cannot be accepted. Students are expected to behave appropriately as ambassadors of the School and country (if travelling overseas).

We aim to empower students to become self-directed, independent learners. Our approach to wellbeing ensures there is a network of pastoral and academic support available to students through their Teachers, Wellbeing Mentors, Stage and Year Coordinators, Heads of School, Wellbeing Team and School Psychologist. Positive and respectful relationships, independence and problem solving skills matter in life, work and university and this learning happens at school.

2. Scope

This policy applies to St Columba Anglican School students.

3. Guiding principles

The guiding principles in the Student Behaviour Expectations Policy emphasise encouragement and acknowledgement of positive behaviour to create an environment where every student will:

- **a.** be able to learn and actively engage in a safe, caring, and secure environment without being disturbed by others. All students should be familiar with our approach to dealing with bullying.
- **b.** take responsibility for moving promptly to class, respecting the right of other students to learn and the teachers to teach without interruption.
- **c.** care for their environment by leaving classrooms and school facilities in a tidy and neat state and reporting damage to the teacher.
- **d.** show courtesy to other students, teachers, and visitors.
- **e.** show pride in their school by wearing the full and correct uniform in the appropriate situation.
- **f.** respond to communications promptly and in a respectful manner.

The St Columba Anglican School Student Behaviour Expectations Policy expressly prohibits administering corporal punishment by staff and non-school persons, including parents/caregivers and volunteers.

St Columba Anglican School acknowledges and applies procedural fairness in dealing with students. The Education Act requires that student discipline policies are based on procedural fairness. This is particularly important when a consequence is:

- suspension – temporarily removing a student from all their normal classes.
- expulsion – permanently removing a student from the school.
- exclusion – preventing a student's enrolment at another school, where an exclusion policy or agreement exists between schools.

Procedural fairness procedures at St Columba Anglican School include:

a. giving a student who is under investigation the right and an opportunity to be heard and to understand the procedure to be used in the investigation, should it be warranted. In such cases, the student will be informed of the procedure to investigate the particular issue at the time.
b. Students will be interviewed in a timely manner to ensure the process's integrity and verify the information. Parent approval is not required for this to occur.
c. ensuring that both the investigation and decision-making process are impartial in their application/implementation.

4. Consequences for unacceptable behaviour

A variety of discipline strategies may be used, including those listed below:

- Restorative Justice practices
- Behaviour Reflection in the Primary School
- Detentions/Community Service
- Parent Interview
- Progress Card or Behaviour Contract
- Referral for Counselling
- Students can be placed on a technology ban

5. Serious breaches of conduct

In all circumstances, behaviour that is not in accord with St Columba Anglican School expectations will be met with appropriate disciplinary action which may lead to an interview with the Head of School and/or their delegate, and the student's parents. Suspension or expulsion may result and the police may be involved.
The following are some examples of unacceptable behaviour:

- Bad language, abusive speech, racism or hate speech
- Consumption of alcohol
- Smoking cigarettes, vaping, using illegal or other substances
- Harassing or bullying behaviour,
- Sexual harassment
- Racism in any form, including negative comments
- Fighting, whether verbal or physical
- Behaviour that is dangerous to themselves or others
- Infringement of the Information Technology (IT) Policy

6. Prohibited Items

The following items must not be brought onto the School campus, on excursions or to any School event at any time:

- Alcohol
- Tobacco
- Cigarette lighters and matches
- Vapes
- Illegal substances (chemical or plant based) and paraphernalia
- Weapons and replicas
- Any other projectiles or any item designed to shock or injure other students
- Medications (both prescription and non-prescription) that have not been approved.
- Inappropriate technology, media or offensive materials
- Inhalants, hazardous items or substances

7. Suspension

The School reserves the right, should the need arise, to suspend a student from school for some time for a major breach of discipline. Should this occur, parents/caregivers will be immediately informed of the suspension and the reasons for it. Parents may seek to meet to clarify the school's position further. The school determines the length and whether the suspension is held within the School or at home. If at school, the student is not allowed into class or to have contact at recess or lunchtime with fellow students. If at home, the student is not allowed to come to school until the suspension is completed and a behaviour management contract developed in partnership with parents/caregivers, the student, and the School. A return to school interview is held to assist the student's reflection of the behaviour and for pastoral support. Suspension is seen as a very serious sanction.

8. Probation

Probation is the penultimate step before expulsion and is determined after an interview with parent(s) or caregiver(s). A Behaviour Management Plan will be developed during this interview in consultation with the students and his or her parent(s) or caregiver(s). Students on probation will normally be placed on report, monitored daily by both the student's parent(s) or caregiver(s) and a senior member of staff.

9. Expulsion

When protracted misconduct or other circumstances allow no alternative, the School reserves its ultimate right of expulsion. Expulsion can become necessary when a major breach in discipline has occurred, all other avenues have been explored and the student's place at the school has to be withdrawn. Parents/caregivers will be informed in person of the expulsion as soon as it is possible to arrange a suitable meeting.

Please note that students who have been expelled are not permitted on the School grounds or to participate in any School function of any form for two full school (calendar) years after the date of expulsion.

10. Record Keeping

All information and actions will be documented and confidentiality will be maintained wherever possible. Records can include a range of documents, including records of interview, meetings with parent(s), internal correspondence with other staff and relevant images or documents that may be obtained during the course of the investigation. Records are stored on the relevant students' file and are not shared externally unless an information sharing obligation applies (for example between regulatory bodies, or in response to a mandatory report).

11. Procedural Fairness

Procedural fairness is a basic right of all when dealing with those in authority. It refers to what are sometimes described as the 'hearing rule' and the right to an unbiased decision. At St Columba Anglican School, 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).

St Columba Anglican School is committed to ensuring procedural fairness when disciplining a student.

11. Cross Reference/Related School Documents

1.	Student Technology Policy
2.	Secondary Behaviour Support Guide
3.	Primary Behaviours for Learning

12. Review and Circulation

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