Secondary Student Behaviour Management Procedure

**At Bishop Druitt College students will:**
- Respect that all students have the right to learn in a safe, inclusive and supportive environment
- Enter the classroom on time and sensibly
- Follow all staff instruction
- Respect staff and others by speaking politely
- Engage in learning positively
- Remain in the class unless given permission to leave
- Respect school property

**Restitution Actions**
- Behaviour reflection sheet
- Complete unfinished work
- Apology to specific person
- Behaviour contract
- Behaviour card with goals
- Replace broken/stolen item
- Re-entry interview following suspension

**Rewards and Acknowledgement**
- Class positive rewards program
- Signatures and merit awards
- Positive behaviour reinforcement
- Positive comments on school report
- Principal’s List for effort

**Level 1 Actions: Classroom/playground**
Level 1 actions and consequences are imposed by a classroom teacher, a tutor, a playground teacher, or teacher supervising a community excursion or event. All Level 1 behaviour incidents are to be recorded in Teacher Kiosk under PC notes by the supervising teacher. (Refer to L.1 Actions/Consequences)

**Level 2 Actions: Year Coordinator**
All Level 2 actions are to be reported to the year coordinator. The year coordinator will investigate each allegation and will report the incident and their findings in the Teacher Kiosk in the Student Notes section as a Pastoral 1, 2 or 3 entry. When necessary, year coordinators will consult the Director of Pastoral Care or the Head of Secondary to discuss consequences. (Refer to L.2 Actions/Consequences)

**Level 3 Actions: Director of Pastoral Care, Head of Secondary and Principal**
All staff have a responsibility to report Level 3 behaviours to the Director of Pastoral Care, the Head of Secondary or the Principal immediately. Level 3 behaviours will be investigated according to the behaviour management policy. The Director of Pastoral Care, Head of Secondary and or the Principal will decide on consequences. (Refer to L.3 Actions/Consequences)

**FRIDAY AFTERNOON DETENTION**
Consequence as directed by year coordinator in consultation with DOPC and Head of Secondary

**SATURDAY DETENTION**
- 3 Friday afternoon detentions

**‘SHOW CAUSE’**
Interview with Principal and parent to decide continued enrolment.

Behaviours that will warrant automatic suspension or expulsion from school: theft; truancy leaving school ground; profanities directed at a member of staff; violent or malicious acts; possession or consumption of alcohol; possession of illicit substances or weapons.

Behaviours that will warrant automatic expulsion from school: illicit drug use or supply.
### Level 1 Actions: Classroom/playground
Level 1 actions are to be recorded in Teacher Kiosk under PC notes by the supervising teacher.
Level 1 actions may include but are not limited to the following:
- Unsafe behaviours – chair use, sports/play equipment, learning tools
- Lateness
- Not following staff directions
- Not completing work and/or off task
- Disrupting the learning of others
- Leaking the class without permission
- Minor insolence / defiance / language
- Taking other students equipment
- Uniform infringements
- Inattention
- Dropping litter
- Not bringing correct equipment/books to class
- Public displays of affection (of an inappropriate nature)
- Inattention

Examples of Level 1 consequences include but are not limited to the following:
- Verbal warnings to correct behaviour(s)
- Confiscation of electronic devices
- Student reflection
- Note in diary
- Sent from class to either the head of faculty, to a neighbouring classroom, to the year coordinator, counsellor, Director of Pastoral Care or Head of Secondary office
- Extra work set
- Isolation within the classroom
- Temporary removal from the classroom (by negotiation with HoF and year coordinator)
- Wednesday lunchtime detentions. HoF and or year coordinator to determine
- Removal of privileges
- Department specific consequences as devised by HOF and class teacher

### Level 2 Actions: Year Coordinator
Level 2 actions may include, but are not limited to the following:
- Persistence or repetition of Level 1 actions (3 or more reports made in a week)
- Aggressive language or behaviour
- Minor level bullying or harassment - (refer to Anti-bullying and harassment policy)
- Continued insolence or defiance
- Misuse of technology or school property
- Truancy on school grounds
- Vandalism
- Swearing
- Insolence
- Lying
- Cheating
- WHS breaches
- Graffiti
- Behaviour infringements on school buses (during and after school)
- Smoking in school uniform
- Being in possession of tobacco products
- Inappropriate displays of public affection (of an inappropriate nature) between students on school grounds or at college sanctioned activities

Examples of Level 2 consequences include but are not limited to the following:
- Interview with year coordinator
- Interview with Director of Pastoral Care or Head of Secondary
- Student reflection
- Counselling
- Parent(s) contacted
- Parent(s) meeting at school
- Behaviour management card (red card)
- Wednesday lunchtime detentions
- Friday after-school detentions
- Temporary removal from the classroom to the year coordinator, counsellor, DOPC or Head of secondary office
- Removal of privileges
- Removal of right to represent the college at sporting or other extra-curricular events (Sports Administrator and secondary office will be notified by either the year coordinator, the DoPC or Head of Secondary)
- Department specific consequences as directed by the HoF

### Level 3: DoPC and HoS
Level 3 Actions may include, but are not limited to the following:
- Failure to correct Level 2 actions
- Major inappropriate misuse of technology
- Swearing at or directing profanity towards staff members
- Bringing the school's reputation into disrepute either through one's actions at school, in the community or online
- Any acts of physical violence by one or more students
- Any malicious acts
- Bullying and or harassment - (refer to Anti-bullying and harassment policy)
- Theft
- Possession and or distribution of pornography
- Truancy leaving the college grounds
- Possession or consumption of alcohol
- Possession, supply, distribution or use of illicit substances including drugs
- Possession of any weapons

All Level 3 consequences will be determined in consultation between the Director of Pastoral Care, the Head of Secondary and the Principal. Consequences for Level 3 behaviours include but are not limited to:
- Interview with the Director of Pastoral Care and Head of Secondary
- Interview with the Principal
- Counselling
- Referral to outside agencies
- Parents informed
- Friday detentions
- Saturday or holiday detentions
- Suspension
- Expulsion
- Referral to NSW Police