Mary MacKillop Memorial School

To act justly,
To love tenderly,
And walk humbly with your God

Personal Responsibility Policy
MISSION STATEMENT

At Mary MacKillop Memorial School we, the parents, students and staff are committed to continuing the vision of our founders, Mary MacKillop and Julian Tenison Woods. We value and endeavour to provide an education of excellence and care in a family environment, being accessible to all while upholding the Catholic tradition based on the philosophy “In Omnibus Caritas” … In all things love and kindness.

Introduction

This policy is written in response to the South Australian Commission for Catholic Schools policy “The Effective Management of Student Behaviour R - 12”.

The following principles underlie this document:

- Catholic schools are places where the development of personal responsibility and behaviour management processes are formulated in the light of the Gospel, ensuring the right of teachers to teach and students to learn in a safe and caring Christian environment.
- Catholic schools guide students towards that spirit of freedom which recognises and accepts self-discipline and personal responsibility.
- Catholic schools aim to develop a success orientated school community in which all participants have support and opportunities needed to grow - spiritually, physically, emotionally, socially and intellectually.
- Catholic schools consult with, and involve, the whole school community, in co-operative negotiations which lead to the development, documentation, implementation and review of their behaviour education policies.

Rationale

Common Understandings & Preferred Practices

Behaviour

1. Students are responsible for their own behaviour.
2. Behaviour expectations are high, explicit and realistic.
3. All negative behaviours have consequences.
4. All students have a choice regarding their behaviour.
5. Responsible behaviour must be learned and practised by students.
6. Responsible behaviour must be modelled and taught by teachers.

Rules

1. Rules need to be consistent throughout the school.
2. Rules need to be relevant, just and owned by the students.
3. Rules need to be published for students and parents.

Consequences

Need to be immediate, consistent and related to the behaviour. They need to be negotiated and therefore known in advance and published.
Goals

The aim of the Mary MacKillop Memorial School Personal Responsibility Policy is to develop a loving, safe, caring and orderly environment, where students grow towards self discipline.

The Behaviour Management Policy will build a sense of belonging where students feel valued, safe and respected.

Staff, students and families will work together in partnership with the Behaviour Management Policy, so that students become co-operative, responsible and caring adults.

The Behaviour Management Policy will build strong working relationships where children learn skills of collaboration, co-operation and conflict resolution.

Strategies

It is a basic belief at our school that each person will be treated with respect, dignity and courtesy. This belief is in accordance with school rules:

Be Safe
Be Responsible
Be Respectful.

- In the beginning of the year each class is asked to reflect on these rules and define what they would look like, sound like and feel like.
- Each Term classes revisit this reflection
- Social Skills
- Children need to develop social skills to work effectively in groups - where students are involved in planning, goal setting, problem solving, decision making, helping others and leadership skills.

Procedures

These rules reflect the ‘Keys to Success’ (Confidence, Persistence, Organisation, Getting Along and Persistence).

Each class is asked to reflect on these rules in the beginning of the year and define what they would look like, sound like and feel like.

When a student chooses inappropriate behaviour teachers will use their professional discernment [based on an understanding of the child] in deciding which of the following steps will be implemented.

Classroom Behaviour

When a child’s behaviour is inappropriate:

- **First Warning** - “You have a choice to make...”
  Students name is moved from Super Star to First Warning – Green

- **Second Warning** - “You have a choice to make...”
  Students name is moved from First Warning – Green to Second Warning - Blue
• **Class Time Out** - “You have chosen to spend some time away from the group to think about your choices...” Students name is moved from Second Warning – Blue to Time Out – Orange

  **Rejoin the class** - “Are you ready to join us now? What choice have you made about your behaviour?”

• **Front Office - If behaviour continues** - “Your behaviour shows that you have chosen to go to Time out with the Principal (or to the room of the Teacher-in-Charge)” Teacher Report must be completed.

  **Rejoin the class**: “Are you ready to join us now? What choice have you made about your behaviour?”

**Classroom Teacher’s Responsibilities**

- Class teacher to maintain a record of each time a child spends time out within the room or in another classroom, and inform parents
- After the Front Office Time Out the class teachers will;
  - Inform Principal of the issues arising in the classroom
  - Arrange a meeting with the child’s parents to support the child in making the right choices

Either parent or teacher can organize this meeting earlier if they have concerns

**Plan for Volatile situations**

- Send red card, with teacher’s name and room to the office. If no-one is available send card to a classroom with connecting doors for assistance
- Once another adult is there to support remove class from the room, away from the disruptive student
- When possible the class teacher will stay to assist the child while support person takes the class
- Notify the Principal as soon as possible

**Yard Behaviour**

Children are encouraged to act and play safely and to treat each other with respect. If children make inappropriate choices teachers will use their professional discernment to decide which of the following consequences/steps will occur;

- **Reminder**
- **Teacher on duty to give logical consequence for behaviour**
- **Time – Out** (Children to sit in a designated area to reflect on their choices made. Time to be determined by teacher)
- **Record incident in Behaviour Book**
- **If inappropriate choices continue to be made then child is sent to the office so the Principal (or Teacher- in-Charge) can follow up with the student. Principal will inform the child’s classroom teacher.**
Principal / or Teacher-in-Charge is contacted immediately when children:

- Physically hurt others
- Bully and harass others: students, staff and parents
- Deliberately choose not to follow teachers’ directions
- Put themselves in danger
- Repeatedly make the same inappropriate choices

Classroom Teacher’s responsibilities

- Ensure that information goes home if deemed appropriate and arrange a meeting with the child’s parents to support the child in making the right choices

Serious Inappropriate Behaviour

If a child seriously hurts another child or adult he/she is brought to the office. The Principal or classroom teacher is then to address the issue with the child.

For extreme behaviour that requires support or removal of child from play area yard duty teacher will send another child to the office with a message for assistance. Staff will attend promptly.

Ratified by School Board on 10/03/09

Implemented 2009

Review Dates 2012