



Student Behaviour Management Policy

Preface:

O'Loughlin Catholic College (OCC) is a school environment where students feel supported, happy and safe. OCC encourages an increased level of accountability, responsibility and decision-making with the students as each student is created in the image and likeness of God.

Rationale:

O'Loughlin Catholic College recognises the need to develop a culture which promotes respect and positive relationships within the College community and the wider community.

The College seeks to develop an understanding of the need for expectations and standards of behaviour and the need to put in place appropriate strategies when standards are not met.

The Student Management Policy is designed to assist students towards greater self-discipline to operate at expectations and standards set by the College with their teachers, staff and fellow students.

1.0 Guiding Principles:

As sharers of 'The Vision', we understand that Pastoral Care and Wellbeing at O'Loughlin Catholic College is underpinned by an understanding that:

- 1.1** Each student is created in the likeness and image of God
- 1.2** Each student has inherent dignity
- 1.3** Each student is unique
- 1.4** Each students' culture is respected and acknowledged
- 1.5** Wellbeing is central to learning
- 1.6** Learning contributes to wellbeing
- 1.7** Students are active partners in the development and achievement of their own wellbeing
- 1.8** Parents play a fundamental role in teaching and promoting the wellbeing of their son/daughter
- 1.9** Key aspects of being a good teacher is developing/ensuring the wellbeing of the students
- 1.10** Catholic Education Northern Territory (CENT) and OCC seek to positively influence students' wellbeing

- 1.11** OCC continues to review and use practices that enhance students' wellbeing and care

2.0 STUDENT CODE OF CONDUCT

Justice

Respect

Tolerance

Cooperation

Responsibility

3.0 Policy

At OCC, a Restorative Practice approach has been adopted as the platform for student management. Restorative Practice is a whole school commitment to quality relationships. It establishes a philosophy and a set of practices that reflect a commitment to inclusiveness, collaboration and problem solving, and provides strategies to manage students' behaviours while maintaining the respect and dignity of all parties.

A key feature of our Student Management Policy is to provide students with a fair process that allows for the opportunity to take ownership of their actions and the opportunity to change behaviour. This sits in line with the College's attitude towards restorative practice operating on the premise that conflict harms relationships. Therefore, individuals must accept the responsibility for repairing that harm.

Corporal Punishment is strictly prohibited as a means of school discipline.

The Student Management Policy also provides an opportunity for the recognition of positive behaviour through the affirmation system.

4.0 Procedural Implications

4.1 Affirmation

A SYSTEM OF AFFIRMATION

Merit Slip

Teachers and staff are able to recommend a merit slip to a student whose behaviour and achievements go beyond the College's expectations. This may include:

- Behaviour achievements such as:
 - Consistent positive behaviour in the classroom and yard
 - Demonstrating cooperation and teamwork
 - Positive changes to behaviour
 - Modelling positive leadership values
- Outstanding Academic Results such as:
 - Effort towards results
- Community Service such as:
 - Extra-curricular participation
 - Demonstrating Gratitude Empathy and Mindfulness (GEM) within the college
 - Helping out when needed
- Demonstrating qualities outlined in the code of conduct such as:
 - Justice
 - Respect
 - Tolerance
 - Cooperation
 - Responsibility

Recommendations for merit slips should be made through the Learning Management System (LMS) with the final decision made by the homeroom teacher in consultation with the year level coordinator.

The Year Level Coordinator (YLC) will be responsible for issuing principal awards and OCC Affirmation Awards.

Four Merit Slips = Principal Award

Students, once they receive four Merit Slips, will receive a Principal Award at a College Assembly.

Three Principal Awards = Student Lunch

At the end of each semester, students who have received three Principal Awards in a semester are invited to lunch with the College Principal.

Five Principal Awards = OCC Affirmation Award

Students who receive five Principal awards throughout the year will receive an OCC Affirmation Award and voucher at the College's Presentation afternoon

4.2 Student Management Levels

The point of intervention will depend on the seriousness of the behaviour

	Example of behaviour	Staff Responsibilities	Student Responsibilities	Possible strategies/outcomes
Level 1 Behaviour	<ul style="list-style-type: none"> Talking/disrupting lesson Missed homework Coming unprepared to class Late to class Incorrect uniform Poor application in class Inappropriate language Minor breaches of the code of conduct 	<ul style="list-style-type: none"> Behaviour addressed by teacher Record to be kept on LMS 	<ul style="list-style-type: none"> Reflect on and amend behaviour Follow Responsible Thinking Practice (RTP) process Attend lunchtime detention Participate in Restorative Practices Conversation 	<ul style="list-style-type: none"> RTP process Parent/guardians contacted Teacher-led lunchtime detention Teacher-led Restorative Practices Conversation
Level 2 Behaviour	<ul style="list-style-type: none"> Repeated level 1 behaviour Disrespectful behaviour towards staff or students Minor vandalism Failure to attend College events Truant from class Non submission of assessment tasks Inappropriate use of ICT 	<ul style="list-style-type: none"> Teacher to complete incident report via LMS and communicate with YLC Teacher to follow Assessment Framework Parents/Guardians are informed of the behaviour by YLC 	<ul style="list-style-type: none"> Attend Period 6 Restorative Detention Attend Period 6 Academic Detention Participate in Restorative Practices Conversation Participate in Parent/guardian meeting 	<ul style="list-style-type: none"> Period 6 Restorative Detention Period 6 Academic Detention YLC-led Restorative Practices Conversation Parent/guardian meeting
Level 3 Behaviour	<ul style="list-style-type: none"> Repeated level 2 behaviour Threatening or abusive behaviour towards staff or students Serious vandalism Bullying Theft Swearing/ inappropriate gestures towards staff member Serious inappropriate use of ICT Serious at risk behaviour Serious breaches of the code of conduct Bringing the College into disrepute Possible criminal offence 	<ul style="list-style-type: none"> YLC refers to Heads of School via Learning Management System Head of School refers incident to DP DP refers incident to principal Parents/Guardians are informed of the behaviour 	<ul style="list-style-type: none"> Follow behaviour contract Accept outcomes and sanctions Reflect on behaviour 	<ul style="list-style-type: none"> Parent/guardian meeting Student put on a behaviour contract Internal Suspension (Approved by DP) External Suspension (Approved by DP and/or Principal) Expulsion (Approved by Principal and CEO)

4.3 Restorative Practices Approach

When dealing with student behaviour, staff will ensure that the student has been given a fair process, which is based whereby:

4.3.1 Student has been given an opportunity to speak and be listened to

4.3.2 Student has been given a safe environment for the conversation to occur

4.3.3 Student and staff discussing the behaviour and the course of action

4.4 Consequences of Inappropriate Behaviour

4.4.1 Referral to the Planning Room

Students may be referred to the planning room for repeated disruptive behaviour during class by the teacher.

The Responsible Thinking Process (RTP) is a school-wide system of discipline that involves a questioning process, goal writing, negotiation and further intervention when required.

4.4.2 Teacher Led Detention

Students may be given lunchtime detentions by a teacher (level 1 behaviour).

Students will be given sufficient time to eat lunch and to use the toilet facilities.

The student's Year Level Coordinator will be informed of the detention via the Learning Management System.

4.4.2 Restorative Service Detention

Restorative Service Detentions are issued by the Year Level Coordinator. Restorative Service Detentions are held on selected afternoons from 3.10pm to 4.10pm. It provides an opportunity for students to restore their relationship with the College community and make amends for their actions.

Restorative Service Detentions notification will occur via phone, SEQTA Direct message or email to Parents/Guardians and recorded on the Learning Management System.

4.4.3 Internal Suspension:

Internal Suspensions are recommended by the Year Level Coordinator through the Head of Middle/Senior School and approved by the Deputy Principal and/or Principal.

Although every Internal Suspension is considered on a case by case basis, the length of an Internal Suspension is generally between one and three days.

Letter of Internal Suspension to be provided to:

- Student File (Student services)
- Recorded on the LMS
- Parents / Guardians

Whilst on an internal suspension a student will:

- Complete school work and not participate in regular classes
- Complete set written work

4.4.4 External Suspension:

External Suspensions are recommended by the Heads of Middle/Senior School through the Deputy Principal and approved by the Principal.

Although every External Suspension is considered on a case by case basis, the length of an External Suspension is generally between 1 day and 4 weeks.

Letter of External Suspension to be provided to:

- Student File (Student services)
- Parent / Guardian
- Recorded on the LMS
- Principal
- Principal Consultant

Whilst on an external suspension from the College a student will:

- Not be allowed on the College premises
- Complete set written work
- Attend a re-entry interview; the student along with the parents/guardian, will meet with the Head of School and the Deputy Principal or College Principal

4.4.5 Expulsion:

Expulsions are recommended by the Principal through the Principals' Consultant and approved by the Director of Catholic Education.

- Principal/Deputy Principal to communicate with the Director of Catholic Education that expulsion is being considered.
- Principal/Deputy Principal to communicate (in writing) to the Parent/Guardian that expulsion is being considered.
- Student and Parent/Guardian given the opportunity (14 days) to advocate (in writing) to the Principal. During this period, the student will not attend the College and will be considered on an External Suspension.
- Principal to communicate (in writing) the decision to Parent/Guardian.
- The Principal may decide to issue a Final Warning and permit the student to return to the College with conditions placed on their ongoing enrolment.

Letter of Expulsion to be provided to:

- Student File (Student services)
- Parent / Guardian
- Recorded on the LMS
- Principal
- Principal Consultant
- Director of Catholic Education

5.0 Supporting Documents

5.1 Related Policies

Acceptable Use Policy for Mobile Phone/Devices (OCC)
Cyberbullying Policy 2012 (CENT)
Discrimination, bullying and harassment policy 2012 (CENT)
Students with Disability Policy (CENT)
Digital communications and student safety and staff conduct 2013 (CENT)
Student Wellbeing Policy 2017 (CENT)
Catholic Schools Manual 2014 (CENT)

Commencement Date:

Endorsed By: O'loughlin College Executive

Approved By

Rhett Bowden
College Principal

Zane Dolbel
Chair of the College Board

Approval Date: 1/2/2022

Review Date 1/12/2022