

# **TAMWORTH ANGLICAN COLLEGE**

## **Calrossy**

### **DISCIPLINE POLICY**

July 2006

The aim of Calrossy's approach to discipline is to maintain a safe, nurturing, learning environment and to assist students in the College's care to develop into mature adults.

At the centre of the College's practices lie the principles of mutual respect between all members of the College community, safety for all, allowing the teaching/learning process to be conducted effectively and maintaining effective working relationships.

Calrossy's diary outlines some of the important rights and responsibilities of staff and students.

In order to maintain healthy working relationships, calm class environments and so that students' self esteem is, where possible, not diminished, staff will generally utilise less intrusive methods to correct inappropriate behaviour of students before more intrusive methods are employed. These could include quiet one-to-one instructions, non-verbal signals, reminders of basic rules. Slightly more intrusive measures could be asking to speak quietly to the student outside the room, sitting the student in another part of the room, requiring the student to attend a detention. Staff are encouraged to use opportunities afforded by inappropriate behaviour to positively model and teach students why their actions were not suitable and the principles behind mature and respectful behaviour.

Where disruptive behaviour persists, gross breaches of respect for the teacher or other students occur or safety is compromised, the teacher may send the student to the Deputy Principal's office. A meeting involving the student, the teacher and a Deputy Principal will generally follow with the aim of restoring suitable behaviour and healthy working relationships.

Where ongoing behavioural problems or individual major incidents occur, the staff responsible for welfare at the College will become involved.

Problems which have their basis in areas other than the classroom or an individual teacher's interaction with a student may be referred to a Deputy Principal.

In some cases a Deputy Principal may see fit to inform the student's parent(s) of disturbing incidents or patterns of behaviour.

At no time will corporal punishment be used at the College. The College does not sanction the administration of corporal punishment by non-school persons, including parents, to enforce discipline at the College.

In situations of very poor behaviour which is ongoing and the student shows little sign of attempting to modify their actions, or in the case of very serious individual incidents, the Principal may wish to suspend a student for a period of time or expel a student from the College.

Discipline of students needs to follow principles of procedural fairness. In the Calrossy context this means:

- (i) If a student or parent feels that a disciplinary action by a staff member has been inappropriate, representation may be made to either a Deputy or the Principal, asking that the matter be reviewed;
- (ii) In matters which may potentially lead to a student being suspended or expelled, investigation of the circumstances will be conducted by another staff member (usually a Deputy or Head of Boarding) and the Principal will make the final decision as to the disciplinary action to be taken;
- (iii) Suspension or expulsion will only occur following the Principal discussing the matter with the student and informing the student of the allegations made against her. In these discussions the student will be offered the opportunity to have another staff member or a parent present in the interview(s) as a support person;
- (iv) Where a student is subject to suspension or expulsion, she may request a review of the decision by either a Deputy, the Chairman of the College Council (or his/her delegate) or a Head of Campus at the College;
- (v) In cases where points (iii) or (iv) are invoked, the Principal has the right to insist any such arrangements are only possible where options selected by the student or parent are not going to cause unnecessary delay to the matter being finalised;
- (vi) This policy is to be publicly available via the internet, a copy of the policy provided to students who are potentially subject to suspension or expulsion and a copy of the policy included in correspondence to parents informing them of their child's suspension or expulsion.