



# Student Discipline Policy

## Discipline Policy

Students are encouraged and expected to be responsible for their own conduct and behaviour.

Each student at Ascham School is expected to behave in a way that:

- is considerate to other people
- is not harmful or dangerous to herself or to others
- brings credit to herself, her family and to Ascham
- is respectful of others and the property of the School.

Discipline is necessary to ensure the safety and welfare of all our students, teachers and staff and to provide a conducive learning environment.

This policy sets the framework through which Ascham School generally manages student discipline.

## Strategies to Promote Good Discipline

The School seeks to develop a culture of positive discipline by setting clear expectations of students and encouraging positive behaviour.

Strategies for developing this culture include:

- clearly setting behaviour expectations
- establishing specific teaching and learning
- programs communicating expectations with the wider School community
- acknowledging positive behaviours in a range of ways from informal verbal acknowledgement through to structured merit awards maintaining records with respect to student behaviour.

## Prohibition of Corporal Punishment

It is our policy that:

- we prohibit corporal punishment at Ascham or at other venues that involve Ascham students
- we do not explicitly or implicitly sanction the administering of corporal punishment by non-school persons, including parents, to enforce discipline at the School.

The use of any corporal punishment by a staff member is strictly prohibited. Any staff member who breaches this rule will be subject to disciplinary proceedings which may include dismissal.

## School Rules and Expected Standards of Behaviour

Students are expected to abide by the rules and expectations of the School, and the directions of teachers and staff.

Examples of written rules that students are expected to follow are dealt with in:

- **Student Code of Conduct School Rules**
- **Bullying Prevention and Intervention Policy & Procedures**
- **Drugs - Illicit (Student Use Of)**

## Consequences

Where a student breaches the School's expectations, disregards School rules, disobeys instructions or otherwise engages in conduct which causes or may cause harm, inconvenience or embarrassment to the School, staff members or other students, or damage to their own reputation or the reputation of the School, staff members or other students, the student may be subject to disciplinary action.

There are a range of consequences that the School may implement. These include but are not limited to:

- warnings or reprimands (verbal or written)
- grounds duty
- time outs
- clean up duties
- cancellation of privileges
- withdrawal from School activities
- lunch time detentions
- after school detentions
- Saturday detentions
- confiscations
- internal suspensions
- suspension
- expulsion.

This is not an exhaustive list, and other consequences may be appropriate depending on the circumstances of the case.

The consequences imposed will vary according to the circumstances, including the nature of the conduct and the prior record of the student.

The School will make decisions around such consequences in its absolute discretion.

## Suspension and Expulsion

A decision to suspend or expel a student may only be made by the Head of School.

Suspension is a temporary removal of a student from all of the classes that a student would normally attend at a school for a set period of time. Expulsion is the permanent removal of a student from one particular school. Ascham School disciplinary actions do not include exclusion.

The School may use suspension to allow the School a proper opportunity to investigate and consider a situation and manage any risks arising. The School may also use suspension as a disciplinary measure.

## Suspension to investigate and manage risks arising

The Head of School (or the Head of School's delegate) may immediately remove a student to provide the School with a proper opportunity to investigate and consider a situation of alleged serious inappropriate behaviour and manage any risks arising.

## Disciplinary Suspension and Expulsion

The decision to suspend or expel a student may be made by the Head of School.

The disciplinary procedures adopted and consequences imposed by the School will vary according to the seriousness of the alleged behaviour and the School will determine on a case by case basis the appropriate steps to be taken. The School's approach will be informed by principles of procedural fairness. Where the alleged behaviour, if proved, may result in disciplinary suspension or expulsion, the student and parents will generally be informed of the allegations and procedural steps to be followed in dealing with the matter.

In the case of disciplinary suspension or expulsion, where the Head of School has formed a preliminary view that the appropriate penalty is disciplinary suspension or expulsion, they will generally provide the student (and parent/s) with an opportunity to respond to their preliminary view and consider any response provided before making a final decision. The Head of School's decision is not subject to any further review or appeal.

## Individual Behaviour Management Plan

Where a student's behaviour breaches the School's Code of Conduct, individual behaviour management plans may be put in place.

Plans will generally be discussed between School staff, students and parents/guardians before they are implemented, and will generally consider the student's:

- age
- developmental needs
- behavioural context.

The desired behaviour of the student will be clearly described. The plan will also generally outline any changes required to the learning environment to support the student to modify their behaviour.

The School may refer the student to other support available and review, assess, change and modify the plan as needed.

## Implementation

This policy is implemented through:

- staff training and professional development opportunities in behaviour management
- communicating this policy to the School community
- monitoring the effectiveness of the policy
- reviewing and evaluating the policy annually.

## General

This Policy is not intended to extend responsibilities of the School beyond the law.

The School reserves the right to change or modify this policy at any time by notice on the School website and in correspondence to parents.