

BEHAVIOUR MANAGEMENT POLICY SECONDARY SCHOOL

Policy

The College's culture and general social environment should be (largely) positive. Strategies to encourage appropriate behaviour should include individual, group, class and school incentives. Incidents or patterns of inappropriate behaviour should be responded to promptly in a systematic manner that follows a fair and reasonable process. Students should be able to learn, and teachers able to teach. A Christian worldview is applied to all aspects of behaviour, including discipline, and this is inculcated in this policy.

Aim

For HillSide to be an effective and safe school where excellent standards of learning and pastoral care are evident. The emphasis for the school culture is for students to be able to learn effectively and for staff to perform their duties in a positive learning environment. A positive, respectful and productive teaching and learning environment is expected.

Conditions of Enrolment

The College values the relationship between school and home. Students' behaviour is best managed and improved when parents, teachers and the College community cooperate in partnership. Part of the enrolment pledge signed at enrolment by parent/s, articulates a willingness (by the parent) to support the College's discipline process. It is, therefore, important that staff is supported by parents at all levels when implementing behaviour management practices. Likewise, staff should communicate regularly with parents to build awareness and cooperation.

Positive Behaviour

1. The behaviour management policy of the school is based upon principles evident and taught in Scripture:

- 1.1 The Christian message (in relation to behaviour) is that, every individual chooses to do right or wrong (Romans 6:1-22);
- 1.2 Every individual can change with God's help (2Corinthians 5:17);
- 1.3 Inappropriate behaviour is called "sin" in the Bible and should be avoided (1Timothy 5:22);
- 1.4 God forgives sin and wants to restore relationships (1Peter 3:18/Ephesians 1:7);
- 1.5 God is perfectly holy (Exodus 15:11) and, through the Holy Spirit, we can practise holiness (1Peter 1:16);
- 1.6 HillSide practises successful and well-reasoned behavioural management strategies to improve student engagement.

2. HillSide Christian College is an extension of the Christian home and Church. While it is recognised that all students come from different backgrounds, as a Christian school, the beliefs and practices will always reflect a Christ-centred approach to all curriculum and policy. A Christ-centred model is always Godly, fair, and reasonable.

3. HillSide's behaviour model is based on RESPECT and the development of a Godly character. This includes:

- 3.1 Encouraging others;
- 3.2 No bullying;
- 3.3 No swearing, put downs, or offensive speech;
- 3.4 No talking while others are talking – we are to be patient and respect everyone's right to hold a viewpoint;
- 3.5 All of us should arrive on time and have the right equipment – we must come with an attitude that reflects a willingness to learn;
- 3.6 All of us should be dressed in correct uniform.

4. HillSide seeks to develop growth of character and spirituality. Self-discipline is, therefore, encouraged. Students should be challenged to take responsibility, be positively reinforced for doing the right thing, and be sensitively, yet firmly guided, when they fall short of school, or moral, rules.

5. This College policy is based upon a positive school environment where students are encouraged to practise good behaviour. Should a child need correction or discipline, the Christian principle of restoration is paramount. At all times we seek forgiveness, reconciliation and communication. The process we use, therefore, will be fair, incremental and clear. More serious consequences occur only when necessary, but nevertheless, and will be applied as needed. The Biblical understanding is that grace and justice are balanced with each having equal and vital importance.

System to Promote Positive Behaviours

The behaviours we affirm and encourage are:

- Respectful behaviour towards peers and teachers;
- Practise being Godly (prayer, love, mercy, holiness);
- Demonstrate a friendly, positive attitude;
- Use appropriate and effective communication;
- Respect College property and others' possessions;
- Show concern and assistance for the welfare of others;
- Tell the truth and be honest in all our dealings;
- Avoid gossip and meddling in the affairs of others;
- Be punctual and organised in order to perform well;
- Be ready, on time, with everything needed for the day/session/class;
- Greet teachers and supervisors appropriately and answer when addressed by a person in authority;
- Follow all instructions given by the teacher/supervisor;
- Speak and listen respectfully to everyone;
- Work productively on all tasks;
- Proactively demonstrate deportment, grooming and uniform pride.

Positive Behaviours

Students may earn some of the following awards/prizes, either incidentally or, over a consistent period.

1. Individual rewards and recognition

These may include:

- Free-time;
- Certificates;
- Verbal and written praise;
- Special privileges (e.g. computer usage, working conditions).

2. Class rewards and recognition

These may include:

- Free-time;
- Games;
- Movies;
- Excursions;
- Extra sporting activities;
- End of term activities.

3. School/House rewards and recognition

These may include:

- Excursions, including Rewards Day;
- Free-time;
- Computer time;
- Fun games.

Inappropriate Behaviour Examples

- Answering back
- Calling out
- Swearing, lewd and/or inappropriate language or statements
- Bullying behaviours
- Racism
- Touching another person inappropriately
- Talking under breath
- Aggressiveness or violence
- Moving around, or carrying on with own activity, while teacher is trying to address the class or individuals
- Disrupting others and preventing them from learning
- Throwing objects
- Disrespecting school property
- Not wearing complete uniform, or disrespecting the College uniform or standards

The list above is not exhaustive, but only a guide to general behavioural practices. Should a child contravene College ethos or Scriptural teachings, then they can expect to be disciplined. The Principal, or his delegate, may make determinations based on the philosophic principles of the College.

Appropriate Discipline

The College is reflective of the Christian narrative. Therefore, it will generally look to encourage those who are exhibiting acceptable and positive behaviour. Building up others, healthy self-esteem, strong Christian character, and good civics will always be the standard. However, discipline is necessary when a student makes an inappropriate and unacceptable choice.

The use of corporal and other degrading punishments in schools is banned by the Minister of Education in the *Registration Standards*. The College observes this regulation and has its own positive methodology in dealing appropriately with behaviour.

Degrading punishment means any punishment which is incompatible with DET's *Registration Standards*, including corporal punishment, and any non-physical punishment which belittles, humiliates, denigrates, or ridicules a child.

Discipline is necessary to correct and encourage appropriate behaviour. It also serves as part of the justice process. The victim must always be supported, while the correction of the perpetrator requires education and, often, disciplinary measures. Discipline will be commensurate with the transgression, and correlate with this policy and law.

Classroom Exits

Teachers, and support staff, will employ a generally positive approach to classroom management. Students will be encouraged and supported to behave well. Reinforcing positive behaviours is the emphasis of this policy.

However, when a student chooses to misbehave, discipline will be employed. In terms of in-class discipline, the general Canter approach to behaviour modification is employed. This approach employs the following steps, in the event that a student is disruptive, or failing to follow school/class rules:

1. Verbal warning.
Student is corrected and asked to comply.
2. Name on Board with cross e.g. Joe Bloggs X
Student is officially warned with a visual record.
3. Second cross on Board. Third and final warning, e.g. Joe Bloggs XX
Student is officially sanctioned, and is required to exit the classroom, and present to the Deputy Principal (Secondary). This is a "Class Exit".

Negative behaviours that can lead to a "Class Exit" or disciplinary action may include (not exhaustive):

- Insolence, arguing or disrespect for the teacher or other staff;
- Interfering with property;
- Bullying;
- Disruption of lesson flow;
- Loud or repetitive inappropriate verbalization e.g. calling out in class;
- Off task behaviour or non-compliance;
- Turning around or distracting other students;

- Leaving an appointed work space, or walking around the classroom without permission;
- Inappropriate use of equipment or facilities e.g. rocking on chairs, shaking desks;
- Disrespectful comments or statements to others e.g. put downs, etc.;
- Use of a device which is not allowed e.g. using any electronic device when not instructed;
- Any disrespectful behaviour towards other students or staff.

When the student is instructed to leave the classroom by the teacher, they are required to present to the Secondary Office immediately. Should the student not perform this instruction immediately, this will be recorded automatically as a **"Classroom Exit"**.

Any student that receives five (5) "Classroom Exits" in a single school year may have their HillSide Christian College enrolment terminated. This will be determined by the Principal.

A simple outline of the "Class Exit" process is shown below:

1st Exit - Verbal warning by Deputy Principal (Secondary) or his delegate. Time out from class.

2nd Exit - Official notification sent to parent/s communicating that two exits have occurred, and that a parent interview is requested. Time out from class.

3rd Exit - In-school suspension for one school day. This will involve separate recess and lunch periods. Parents are notified and another interview request will be made. The Deputy Principal (Secondary), or his delegate, will work with the student to encourage behaviour improvement. The Chaplain/s may be notified and engaged.

4th Exit - Out-of-school suspension to a maximum of two days. The student may not enter the College site without the Principal's permission. Parents are required to have an interview with the Deputy Principal (Secondary) before the student may re-commence their attendance. The Principal may attend the interview if required.

5th Exit - The student's enrolment at the College is terminated.

Immediate Classroom Exits

A student may be exited from the classroom for a single action without a warning. If in the assessment of the teacher a student displays any of the behaviour examples listed below this may occur:

Bullying

- Spreading rumours or teasing;
- Intentionally excluding others;
- Intimidation of student/s or teacher/s.

Property

- Damage to property or buildings;
- Stealing.

Health and Safety

- Dangerous actions such as throwing objects or intentionally disrupting class with such an action;
- Pushing a student off a chair;
- Any action that could harm another person;

- Disobeying safety rules.

Communication

- Swearing at another student;
- Swearing at a staff member;
- Swearing out loud in class or in a public manner;
- Verbal abuse of student and/or staff.

Physical Abuse

- Physical aggressiveness towards either student/s or staff;
- Violence or fighting.

Please note: any deliberate aggressive physical contact or violence will result in a suspension.

ICT Equipment Misuse

- Deliberately altering settings on a computer or device without permission from staff;
- Inappropriate use of the Internet, multimedia or any electronic media or network;
- Hacking, actual or attempted, of the College's computer network or another person's device, including social networking sites;
- Intentional misuse of equipment or resources;
- Accessing mobile phone or device in class including texting, telephoning, etc.;
- Accessing or possessing a mobile phone during class or school-based activity;
- Playing games or accessing websites contrary to the teacher's instructions.

Disobedience

- Failure to report to the Deputy Principal (Secondary) or office;
- Disobeying a direct instruction from a teacher;
- Interfering or causing disruption to another class or lesson.

The above behaviours are only a guide, and are not exhaustive.

Playground Exits (Non-class Exits)

Non-class Exits are made for negative behaviours that occur in the playground or out of class time. The severity of the behaviour will determine the consequence. In the event that a negative behaviour is displayed, the duty teacher will assess the severity and make a determination regarding further action.

Minor misdemeanour:	Managed by the duty teacher
Moderate misdemeanour:	Student sent to the High School Office to be dealt with by the Deputy Principal (Secondary) or delegate
Severe misdemeanour:	Student sent to the High School Office to be dealt with by the Deputy Principal (Secondary) or delegate. Duty teacher to record the event and follow up with Deputy Principal

Examples of minor, moderate and serious misdemeanours. This table is not exhaustive and should be used only as a general guide. The Principal may make a determination regarding the severity of any behaviour not listed below.

Minor Misdemeanour	
Swearing (not public)	Out of boundary offence
Teasing another student (minor)	Repeated inactivity
Pushing or grabbing another student	Minor physical altercation
Disrespect toward a staff member	Throwing materials (not dangerous)
Minor damage to property	Answering back
Insolence	Talking under breath to staff

Moderate Misdemeanour	
Verbal abuse of others (not swearing or repeated)	Accessing inappropriate website or use of a device in the playground
Actions that potentially cause danger (negligence)	Recalcitrance or general disobedience of staff
Swearing (repeated or lewd)	Mobile phone use in school time
Bullying behaviours (moderate)	In appropriate ICT device use

Serious Misdemeanour	
Drug offence	Continuing or severe teasing
Smoking	Theft (major or repeated)
Refusing a direct and reasonable instruction from teacher	Refusing a direct instruction from administration member (non-compliant)
Physical assault (resulting in injury or hurt)	Public swearing at staff/students (serious)
Verbal abuse of others (swearing, racism, etc.)	

If a student is exited from the playground to the High School office four times in a calendar year for “moderate misdemeanours”, then they will receive an **out of school suspension** up to a maximum of two school days.

“Severe misdemeanours” may result in an **immediate suspension**. If a student is sent to the high school office for three (3) serious misdemeanours in one calendar year they may be exited from the College.

Should a student have a second suspension for “playground exit” in a calendar year, they will be required to meet with the College Chaplain and Deputy Principal (Secondary) for counselling and remediation.

Behaviours listed are guides only. The College reserves the right to discipline students, who are recalcitrant, off-task, disagreeable or act outside Christian moral values as expected of the College, even if the exact behaviour is not listed in the table above or articulated in this policy. The College Enrolment Policy articulates the requirement for students to behave appropriately and be positive in their work, effort and behaviour.

Out of School Behaviour

The enrolment of a student is premised on parents and students complying and supporting the College's policies and behavioural standards. Therefore, students need to demonstrate acceptable behaviour consistently in respect to the College. A student should never bring the College into disrepute through their actions. When a student is identifiable as a member of the College community, they should not behave in an unacceptable manner. Some of the unacceptable behaviours could occur are:

- Misbehaving on public transport or in public while wearing a College uniform;
- Any serious misdemeanor while in a College uniform;
- Bullying another College student using social media or the Internet;
- Sending or transmitting any lewd, racist or inappropriate messages, images or material to others in the school community or beyond;

The above examples are only a brief guide. Any behaviour which identifies the College through a student's actions **even if** they are not in uniform, or on school grounds, may be grounds for discipline.

It should be noted that serious misdemeanours that lead to unfavourable reputational damage, or potential harm to others, will be treated very seriously and may result in expulsion from the College.

References

Department of Education and Training (DET) – Registration Standards 2021
HillSide Christian College – Enrolment Policy
HillSide Christian College – Mobile Phone Policy (Students)
HillSide Christian College – Uniform Policy
Quinns Baptist College Student Management Policy 2020

Legislative Links

School Education Act 1999
School Regulations 2000

Updated

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