STUDENT CODE OF CONDUCT

The code of conduct for students at Nathalia Primary School has been formulated within and is consistent with DE&T guidelines and regulations.

Nathalia Primary School is committed to the development of the individual as a caring and contributing member of the community.

We recognise that our school must provide a safe and orderly learning environment that meets the needs of our students at all levels of their primary school life. We recognise that all students are unique individuals, entitled to equal opportunity and continuing support.

**PRINCIPLES**

1. **All individuals are to be valued and treated with respect.**

2. **Students have a right to work and play in a secure environment without intimidation, bullying or harassment.**

3. **Parents have the responsibility to know and actively support the school’s Student Code of Conduct.**

4. **Principal and staff have an obligation to accept and implement the school’s Student Code of Conduct fairly and consistently.**

5. **Students are expected to be responsible for their own behaviour and to accept the consequences of their choices.**

6. **Parents have the right to expect that their child will be educated in a safe, stimulating healthy and comfortable environment.**

7. **Staff and volunteers have the right to work in a safe, stimulating, healthy and comfortable environment.**

Within this context the school should be a happy learning environment, which meets the needs of children at all levels of their primary school life.
BROAD GUIDELINES

All children at Nathalia Primary School have the right to:

- equality of educational opportunity and consistent management.
- be able to work in a safe, stimulating, healthy and comfortable environment.
- work and play without fear of interference, intimidation, discrimination, distraction or annoying behaviour.
- respect from all teachers, children and volunteers.

All children at Nathalia Primary School have the responsibility to:

- respect their environment and accept school rules.
- contribute to the formation of school rules whenever possible.
- respect the rights of others.
- care for their property and respect the property of others.

In the development of our Code of Conduct the rules have been divided into classroom rules, school ground rules and bus rules.

All children at Nathalia Primary School are expected to follow these seven rules:

- Listen when others are speaking.
- Follow instructions when they are given.
- Move quietly and safely inside and around buildings.
- Treat others as you would like to be treated.
- Solve problems in a fair way. Ask an adult if you need help.
- Keep hands, feet and objects to yourself.
- Follow all school ground, classroom and bus rules.

At least once each school term teachers are responsible for developing classroom strategies consistent with the Nathalia Primary School Code of Conduct. Students will be involved in the development of these strategies to encourage them to adopt appropriate behaviour in the school. These rules and strategies will be revisited on a needs basis.

If students are unable to follow the school rules the processes set out in the Student Code of Conduct Matrix will be implemented.
## Code of Conduct Matrix
### Whole School Approach to Behaviour Management

<table>
<thead>
<tr>
<th>Level One</th>
<th>Student Behaviour</th>
<th>Staff Action</th>
<th>Extra Support</th>
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</table>
| **Expected Behaviour** | At all times students are expected to be cooperative, self controlled and follow the 7 whole school expectations  
- Listen when others are speaking  
- Follow instructions when they are given  
- Keep hands, feet and objects to yourself  
- Move quietly inside and around buildings  
- Treat others as you like to be treated (Respect the rights of others)  
- Solve problems in a fair way. Ask an adult if you need help.  
- Follow classroom, playground and bus rules |  
- Maintain atmosphere through positive praise and relationships.  
- Reward students  
- Implement ‘You Can Do It’, Bully Buster, Stop Think Do programs  
- Use a cooperative learning approach  
- Use classroom incentive or reward programs. E.g. Stickers, certificates, special time |  
- Student of the Week/Month, Star of the Week/Month  
- Acknowledgement of achievements in the newsletter and Magazine  
- Junior school council  
- Buddy, peer programs  
- Use classroom incentive or reward programs. E.g. Stickers, certificates, special time |
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<th>Level Two</th>
<th>Student Behaviour</th>
<th>Staff Action</th>
<th>Extra Support</th>
</tr>
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</table>
| Minor infringements | • Not abiding by Level 1 expectations  
  • Not listening when others are talking – calling out, making noises, minor disruptions  
  • Not following instructions the first time – calling out, not staying on task, talking back to the teacher, throwing tantrums  
  • Not keeping hands, feet and objects to yourself – interfering with others belongings or work  
  • Treating other unfairly – hurting, name calling, being nasty to others, swearing  
  • Not getting along with others  
  • Moving inappropriately inside and around buildings  
  • Not following playground, classroom and bus rules | • Reprimand  
  • Restate rule  
  • Redirection of task  
  • Withdrawal of privileges  
  • Making up wasted time  
  • Verbal, written apology  
  • Cooling off time before mediation begins  
  • Discussion with colleague or teaching team  
  • Discuss issue with a colleague  
  • Temporary removal of child from class or use time out  
  • Removal to buddy grade  
  • Withdrawal of privileges  
  • Parent contact via diary, meetings, phone calls  
  • Walking with teacher on duty, litter/weeding/ sweeping duties, writing lines  
  • Use of yard duty and classroom discipline diaries | • Class meetings  
  • Counselling  
  • Input from support workers  
  • Buddy grade network established  
  • Positives for a child who shows improved behaviour  
  • Regular follow up of yard duty diary |
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<tr>
<th>Level Three</th>
<th>Student Behaviour</th>
<th>Staff Action</th>
<th>Extra Support</th>
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</table>
| **Persistent or Severe Misbehaviour** | Persistent or severe infringement of school rules considered to be an escalation of Level 2 behaviour | • Withdrawal of privileges E.g. Missing classroom activity, excursion or camp  
• Behaviour plans with parents support  
• Restitution – apologies, financial, etc  
• Community service around the school e.g. gardening, assisting younger children, litter/weeding/sweeping duties  
• Involve principal, leadership team, colleagues, admin staff, welfare services/counselling  
• Regular and formal contact with parents  
• Continued use of communication diary  
• Automatic time out procedures in place  
• Walking with teacher on duty, writing lines, withdrawal from playground  
• Bus travel suspended for a given period  
• Withdrawal from class, working in buddy classroom | • Discipline meetings, student conferences, community support services  
• Referral for Psych/education assessment  
• Student welfare and discipline officer involved  
• Use of teacher discipline diaries. |
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<tr>
<th>Level Four</th>
<th>Student Behaviour</th>
<th>Staff Action</th>
<th>Extra Support</th>
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</table>
| **Controlled Attendance** | • Danger to health and well being of students, staff or volunteers  
• Consistently behaves in a manner that interferes with the teaching and learning of others  
• Fails to comply with any reasonable and clearly communicated instruction of a principal or teacher  
• Commits an act of significant violence or destruction or theft of property  
• Possesses, uses or assists others to use illegal drugs  
• Engages in unacceptable discriminatory behaviour (Including harassment)  
• See suspension grounds p13 –14 Student Conduct DE&T 1994 | • Refer matter to leadership team and Principal | • Controlled attendance  
• Employment of support staff  
• In House Suspension  
• Suspension as per DE&T guidelines  
• Student Welfare Officer involved |

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<tr>
<th>Level Five</th>
<th>Student Behaviour</th>
<th>Staff Action</th>
<th>Extra Support</th>
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| **Expulsion** | • See grounds for expulsion p 15-20 Student Code of Conduct DE&T 1994 | • Matter remains with the principal | • Official DE&T enquiry  
• Expulsion and/or second chance program as per agreed district protocol  
• Student Welfare officer involved |


Appendix A

CLASSROOM RULES

1. Students must keep hands, feet and other objects to themselves.

2. Students must listen and follow directions the first time.

3. Students must not swear, tease or use abusive language.

4. Students must not leave the classroom/work area without permission.

5. Students must care for school property, their own and others’ belongings.

SCHOOL GROUND RULES

1. Students must keep hands, feet and other objects to themselves.

2. Students must listen and follow directions the first time.

3. Students must not swear, tease or use abusive language.

4. Students must use equipment and property correctly.
   4.1 Students should not climb on roofs, trees, fences or parts of the school buildings.
   4.2 All persons bringing bicycles onto the school grounds must wear a cycling helmet.
   4.3 Bicycles must not be ridden in the school grounds.
   4.4 Guns, bows/arrows, roller skates, roller blades, skateboards, knives or other dangerous implements or toys are not to be brought to school.
   4.5 Students should not write on walls, books, school property, personal property, tear pages or break, damage or destroy school or personal property.
   4.6 Football and cricket must be played on the oval.
   4.7 All Sport and Physical Education equipment must be returned to the place from which it was taken.

5. Students must put all rubbish in bins.

6. Students must remain within the school grounds and in permitted areas.
   6.1 Students should not enter the school grounds before 8.30am and must leave when they are dismissed at 3.20pm.
   6.2 Students should stay outside school buildings before and after school during lunchtime and recess unless a teacher is present.
   6.3 Students must stay in the school ground during school hours. Written, telephone or personal permission is required for children to leave the schoolyard.
   6.4 All doorways, corridors, toilets, garden beds and bike racks are ‘out of bounds’ as play areas.
   6.5 Students are not allowed around the front of the school (Bromley Street) without the permission of a teacher.