

Purpose

Kennedy Baptist College respects the right for every student to obtain the best possible education they can. To promote an atmosphere for learning, the College endorses the Charter of Good Will as the central focus of discipline and self-discipline for each student.

Policy Statement

Every student and teacher has a right to:

- Learn or teach free from disruption.
- Be treated courteously.
- Be free from any form of discrimination including verbal and physical abuse.
- Work in a clean, safe and healthy environment.
- Have their property respected and cared for.

There are many ways in which students are encouraged in normal College life to be well disciplined. These include:

- Teachers showing genuine interest in each student in their care.
- Praise and encouragement is given.
- Physical awards are given through Commendation Letters, Prizes and Trophies.
- Acknowledgment to peers in class; at year assemblies and whole College assemblies.
- The House Points System.

The end result is that students are being trained to be self-disciplined. They are taking responsibility for their own actions in a caring community. However, if a student is disruptive in a class, they need to realise that not only are they disadvantaging themselves, but everyone else in the class as well.

Policy Guidelines

Every student has the right to the best possible education they can obtain at Kennedy Baptist College. Two systems of behaviour management exist at Kennedy Baptist College, one for 'inside' the classroom and a system for 'outside' the classroom.

1. Inside Behaviour Management

Any seen or perceived disruptive behaviour is dealt with using a form of The Canter Assertive Discipline System. That is, without a 'fuss' or necessarily a verbal exchange, the teacher writes the name of the student who is being disruptive on the white board. This is the student's first warning. Further disruption by the same student will result in a tick placed next to their name. This is the second warning. If there is further disruption from the same student there is no need to tick their name again – the teacher then sends him/her to Student Services to be interviewed by the Director of Students or the Deputy Principal.

When a student is sent out the following occurs:

- The student is sent to Student Services.
- At the conclusion of the lesson, or at a most convenient time on that day, the teacher concerned checks to see if the student has followed his/her instructions and lodges the details of the incident with Administration.

A student sent out of any class 5 times in a year is withdrawn by his/her parents or the Principal will permanently exclude them from attending Kennedy Baptist College.

The System in Summary:

- 1st Send Out: Verbal 'warning' by Director of Students/Deputy Principal. Parents advised in writing.
- 2nd Send Out: Formal letter sent home to parents indicating the student has been sent out of class on two occasions. Parent interview requested.
- 3rd Send Out: Letter will be sent home, parent interview with Director of Students and suspension from College.
- 4th Send Out: Parent Interview with Deputy Principal and suspension from College.
- 5th Send Out: Withdrawal or permanent exclusion from the College.

2. Outside Behaviour Management

General Rule: The offending student is sent to Student Services.

Note: They remain in the Office until otherwise informed. They are interviewed by the Director of Students/Deputy Principal or the Principal.

Guidelines:

Light offence: Dealt with by the teacher.

Moderate offence: Student sent to Student Services for recording of name. Demerits will be issued at the discretion of the Director of Students/Deputy Principal of Pastoral Care.

Major offence: The student is immediately sent to Student Services. For severe offences, a student is suspended immediately. If a student repeats this procedure 3 times in a year they are withdrawn or permanently excluded from the College. Use or possession of illegal drugs by a student will necessitate immediate withdrawal or exclusion from the College.

3. The Demerit System

Currently, our discipline system covers students misbehaving in class. Our demerit system serves to address behaviours not covered by this system. It operates to motivate students to modify those behaviours that interfere with the smooth running and/or appearance of the College. Demerits deal with actions that do not necessarily affect the classroom or other students.

Guidelines:

Students are permitted to record a total of 24 demerits during one year. At the 25th demerit, the student will be withdrawn and permanently excluded from the College.

At 5 demerits - a letter will be sent home informing parents that this stage has been reached and advising of further stages in the System.

At 10 demerits - a letter will be sent home informing parents that this stage has been reached, and requesting parents attend an interview with the Director of Students.

At 15 demerits - the student is suspended from the College for one day; parents are contacted by phone and in writing.

At 20 demerits – the student is suspended from the College for one day; parents are contacted by phone and in writing.

At 25 demerits – the student is withdrawn and permanently excluded from the College.

4. Automatic Send-Outs

A student may be sent out of class without warning for the following behaviour:

Breach of Safety – e.g. throwing an object in class, knocking a student off a chair, not following safety guidelines in practical lessons...

Physical Abuse – e.g. punching another student, hitting a teacher...

Verbal Abuse – e.g. swearing at another student, swearing at a teacher... Misuse of Computers or Other

Equipment – e.g. changing settings of classroom or Research and Study Centre computers, accessing or attempting to access inappropriate material via the internet, attempting to access restricted areas on the College computer network, intentional misuse of equipment provided in a lesson...

Discipline System Overview

DISCIPLINE SYSTEM OVERVIEW

