



## Francis Jordan Catholic School

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# **STUDENT BEHAVIOUR MANAGEMENT PROCEDURE**

## **Rationale**

Francis Jordan Catholic School strives to create an inclusive Christian community where each person is treated with dignity and respect in a safe and secure environment.

## **Principles**

1. Francis Jordan Catholic School aims to develop within each child:
  - An acceptance of responsibility for actions towards themselves and others;
  - An adherence to school and class rules;
  - A respect for themselves, other students and staff;
  - A respect for both their own and other people's property
  - A sense of safety and security; and
  - A willingness to demonstrate responsibility and respect in the community.
2. Students who meet the aims of the Student Management Policy will be rewarded with positive consequences.
3. Students whose actions demonstrate an unwillingness or inability to meet the aims of the Student Behaviour Management Policy will be made aware of their inappropriate behavior in accordance with the negative consequences.

## **Definitions**

### Positive Outcomes

- Merit certificate at whole school merit assembly
- Principal Award certificates at an assembly
- Letters of Commendation from the Principal
- Gold Slip
- Praise from teachers and students
- Individual class reward systems
- Intrinsic rewards
- Lighthouse Award

### Negative Consequences

- In class age appropriate reminder, warning, time out system
- White Slip

- Blue Slip
- Detention
- Exclusion from specific activities
- Suspension

### Severe Clause

Where a student exhibits violent or dangerous behaviour which causes or may cause serious injury to self or others.

This includes but is not limited to

- **Violent** - deliberate hurting others or property (kicking, punching, fighting, graffiti)
- **Dangerous** - an action which puts the student or others in danger (throwing stones, blatant disobedience, going out of bounds, etc.)
- **Use of inappropriate language**, willful disobedience

### Procedures

#### 1. Gold Slip

A gold slip will be awarded to a student who demonstrates desirable behaviour in the classroom and/or playground.

- A gold slip will be recorded on the Pastoral Care section of SEQTA. An email will be sent to the parents using SEQTA.

Each month, one student will be presented with an award based on the Gold Slips received during that month. This award is known as the Lighthouse Award, to signify the symbolism represented in the school logo.

#### 2. White Slip

A white slip is administered when a student fails to comply with general classroom and playground rules and expectations including but not limited to;

- Deliberate rough play
- Out of bounds
- Playing in or around toilets
- Not following school rules
- Inappropriate use of devices
- Use of mobile phone without permission
- Disrespectful behaviour
- Answering back
- Mild course language
- Graffiti on equipment
- Littering

- White Slips can be issued due to **repeated** minor inappropriate behaviours:

Process:

- Minor behaviours are addressed firstly with a verbal discussion. Further behaviours in a day will be noted by the teacher on a private document. A third incident in a day will result in a White Slip, which will need to be sighted and signed by a parent and returned to school the following day.
- White slips will be placed by the teacher into the box located at the door leading to the staff room next to the vests and files.
- Parents will be notified by SeeSaw if a child is issued with a White Slip on the same day before school finishes.
- Students will be invited to complete a reflection sheet for 10 minutes of their recess or lunch play time. This will occur in the library with the teacher on library duty or a volunteering teacher.
- The information contained on the white slip will be kept on the Pastoral Care section of SEQTA.

### 3. Blue Slip

A Blue Slip is administered:

- after three white slips are received in one term
- when the Severe Clause is reached either in the classroom or playground  
or at an activity outside the school (eg excursion)
  - Blue Slips are taken to the Line Manager by the student for verification. At this time, the student will need to complete a reflection with the principal or assistant principal. Duration will be dependent on incident.
  - Line Manager contacts the parents to discuss the issue further.
  - The Blue Slip will be taken home for a parent signature, returned to the Line Manager and kept on record in the Pastoral Care section of SEQTA.
  - If a student is issued with a second Blue Slip, they will meet with the Principal and the Line Manager
  - The Principal will contact the parents to set up a meeting time.
  - The Principal and the Line Manager along with the child's teacher will meet with the parents, while the student is completing an afterschool detention between 2.45 and 3.30pm supervised by an Assistant Principal.
  - Detention afternoons are not flexible and parental support is expected.
  - Repeated breaches of the Severe Clause may result in exclusion from activities including, but not limited to camps, excursions, carnivals and interschool sport.

- A further Blue Slip may result in an in-school suspension and subsequently a home suspension.

Reviewed: 2018

Due for Review: 2023

**GOLD SLIP**

**Child's Name:** \_\_\_\_\_ **Class:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Teacher:** \_\_\_\_\_

**Location:** (please circle)      Classroom      Playground      After School

The following fantastic behaviour was observed: (please tick)

- |   |   |
|---|---|
| <input type="checkbox"/> Working well               | <input type="checkbox"/> Participating positively |
| <input type="checkbox"/> Well organised             | <input type="checkbox"/> Working well with others |
| <input type="checkbox"/> Being helpful              | <input type="checkbox"/> Speaking politely        |
| <input type="checkbox"/> Following instructions     | <input type="checkbox"/> Being a team player      |
| <input type="checkbox"/> Caring for the environment |   |
| <input type="checkbox"/> Other                      |   |
- \_\_\_\_\_

**WHITE BEHAVIOUR SLIP**

**Child's Name:** \_\_\_\_\_ **Class:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Teacher:** \_\_\_\_\_

**Location:** (please circle)      Classroom      Playground      Car Park

Explanation of behaviour:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Parent notified via Class Dojo:

**Parent Signature:** \_\_\_\_\_

Entered on SEQTA:

**BLUE BEHAVIOUR SLIP**

**Child's Name:** \_\_\_\_\_ **Class:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Teacher:** \_\_\_\_\_

**CLASSROOM**

Explanation of behaviour:

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**PLAYGROUND**

Explanation of behaviour:

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Parent Contacted by Principal/Assistant Principal: Yes  No

Teacher Signature: \_\_\_\_\_

Principal/Assistant Principal Signature: \_\_\_\_\_

Parent Signature: \_\_\_\_\_