

MATER DEI BEHAVIOUR MANAGEMENT POLICY AND PROCEDURES

SOURCE OF OBLIGATION

The NSW Registration Manual (3.7.1 and 3.7.2) requires that a registered non-government school must have policies relating to discipline of students attending the school that are based on principles of procedural fairness and do not permit corporal punishment of students.

Child Protection legislation and Anti-discrimination legislation significantly impact upon the need to develop sophisticated approaches to the management of students presenting with challenging behaviours at Mater Dei. More specifically, the Disability Standards for Education mandates schools to make reasonable adjustments to meet the needs of students with broadly defined disabilities including those where challenging behaviours are a manifestation of the disability. The Mater Dei School Behaviour Management Policy recognises that the area of behaviour management is complex and has at its centre the needs of students and staff.

POLICY

Behaviour management is necessary to ensure the safety and welfare of all our students, teachers and staff and to provide a learning environment conducive to each student having an opportunity to reach his/her spiritual, academic, moral, social and physical potential. Every student has the right to a learning environment free from bullying and intimidation and to feel safe and happy at school. They also have the right to be treated fairly and with dignity.

Mater Dei recognises that a collaborative, consistent, whole-school approach that focuses on proactive and preventative strategies is essential in successfully managing students with challenging behaviours.

The Behaviour Management Policy at Mater Dei is based on the philosophy that all behaviour is a form of communication. The interpretation of what the behaviour attempts to communicate is the basis for the management of that behaviour.

This Behaviour Management Policy sets the framework through which Mater Dei School manages student behaviours.

Prohibition of Corporal Punishment

It is our policy that:

- we prohibit corporal punishment; and
- 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.

Procedural Fairness

Students have a right to procedural fairness in dealings that involve their interests. This includes behaviour management decisions.

The principles of procedural fairness include the right to:

- know what the rules are, and what behaviour is expected of students;
- have decisions determined by a reasonable and unbiased person;
- know the allegations that have been made, and to respond to them;
- be heard before a decision is made; and
- to have a decision reviewed (but not so as to delay an immediate behavioural management strategy).

Mater Dei School is committed to ensuring procedural fairness when managing a student's behaviour.

STRATEGIES TO PROMOTE POSITIVE BEHAVIOUR

Mater Dei School seeks to develop a culture of positive behaviour by setting clear and realistic expectations of students and encouraging positive behaviour. Strategies for developing this culture include:

- clearly setting school wide positive behaviour expectations;
- teachers establishing specific teaching and learning programs and ensuring that their lessons are well planned;
- ensuring that staff are sensitive to individual student's needs and learning goals, and activities are appropriately structured;
- staff members encouraging correct student behaviour and good choices by fairly and consistently using appropriate reward and positive reinforcement strategies;
- students eating their recess and lunch during supervised eating sessions before entering out onto either playground;
- providing opportunities for students on the School playground to participate in Playground Groups that will be structured and supervised by rostered staff on supervision at recess and lunch each day;
- communicating expectations with the wider school community;
- acknowledging positive behaviours in a range of ways from informal verbal acknowledgement through to structured merit awards; and

- maintaining records with respect to student behaviour.

SCHOOL WIDE POSITIVE BEHAVIOUR EXPECTATIONS

Students are expected to conduct themselves in accordance with the Mater Dei School Wide Positive Behaviour Expectations and other related policies of the school, as well as the directions of teachers and staff. The Mater Dei School Wide Positive Behaviour Expectations, otherwise known as "The Mater Dei Way" focus on three essential elements: Be Kind, Be Safe, and Be Respectful. These will be implemented through a School Wide Positive Behaviour Expectation matrix in which:

- Each of these three elements will be presented in a positive sense, using a combination of simple written text and visuals and will be taught explicitly to all students
- Each of these three elements will be prominently displayed in each of the significant learning spaces throughout the school. In each of these learning spaces, the three elements will be applied in a way that is relevant to that particular setting.

PROCEDURES

Responding to Incidents

- Staff present will use their professional discretion and knowledge of the student/s to respond to incidents using a hierarchy of appropriate least to most intrusive positive behaviour management strategies
- Behaviour management strategies will be implemented alongside the daily routines of each student
- Punitive behaviour management strategies will not be utilised and prohibited practices that cause serious pain or discomfort, restrict access to basic needs or supports, degrade or demean, harass or vilify, are aversive, unethical or restrictive are prohibited and not permissible.
- If a student continues to not respond to the staff present after a number of appropriate least to most intrusive positive strategies have been attempted, then an Executive is to be called. If a student is displaying physically aggressive challenging behaviour then the staff present should call a "Code Red" emergency to illicit an immediate response and ensure the safety of others by evacuating other students from the immediate vicinity
- Executive staff members are to respond to requests of additional support in an appropriate timely manner.
- Executive staff members have a responsibility to help assist staff at the incident with each staff members own restorative, reflective practices to each incident.

BEHAVIOUR MANAGEMENT STRATEGIES

Behaviour management strategies must be fair and take into account the developmental level of understanding and ability of the child or young person.

When correcting behaviour/s, simple explanations are to be used along with alternatives so that the child or young person can make choices.

There are a range of behaviour management strategies that may be used if students are unable to conduct themselves in accordance with the Mater Dei School Wide Positive Behaviour Expectations other related policies of the school or the directions of teachers and staff. These include:

- warnings or reprimands (verbal and written);
- time outs;
- clean up duties;
- cancellation of privileges;
- withdrawal from school activities;
- lunch time detentions;
- in school and out of school suspension;
- expulsion; and
- exclusion.

A decision to suspend or expel a student may only be made by the CEO/Principal.

Consistent inability to conduct themselves in accordance with the Mater Dei School Wide Positive Behaviour Expectations

If a student is unable to appropriately follow School Wide Positive Behaviour Expectations or guidelines consistently, then an Incident Prevention and Response Plan (formally known as either a Behaviour Management Plan or a Behaviour Support Plan) will be developed which identifies factors that trigger behaviour, plans strategies to eliminate those factors or changes the conditions which maintain the behaviour, through positive i.e. rewarding or educational strategies.

Plans will be negotiated between school staff and, where necessary, parents/guardians, and will consider the student's:

- age;
- developmental needs; and
- behavioural context.

Desired behaviour/goals of the student will be clearly described. The plan will outline proactive strategies, supports and changes required to the learning environment to support the student to modify their behaviour, as well as intervention strategies specific for each level of the behaviour cycle. Restorative practices for the student, staff and school Executive

will also be described.

The school may refer the student to other support services.

All staff will be expected to follow Incident Prevention and Response plans and record required data to support the development and review of strategies.

Consent from parent/guardians for the justified use of restricted practices will be sought and documented, including the use of PRN medication.

A Student Support Meeting involving all identified staff in the student's support team will regularly review, assess, change and modify the Incident Prevention and Response Plan, monitor and evaluate student achievement and compliance, as well as evaluate staff supports that are in place.

CRISIS COMMUNICATION

If, as the result of student behaviour, the safety of student(s), peer(s) or member(s) of staff is at risk, then crisis communication will be put into place and Executive called.

If crisis communication fails to settle the situation, then the student(s) will be moved by a two/three person escort to a clear safe place. Parents/guardians will be notified by Executive that this escort has taken place.

If the incident remains a safety risk issue, the student(s) will be restrained by Executive who will be trained in Non-violent Crisis Intervention.

NON VIOLENT CRISIS INTERVENTION

If a student is exhibiting physically aggressive challenging behaviour then Non-Violent Crisis Intervention will be put in place.

All staff members will participate in Non-violent Crisis Intervention training for management of difficult or assaultive behaviours which students may display from time to time.

The underlying basis for this training is a resolution that respects the dignity and integrity of all parties involved ie students, staff and the Mater Dei community.

Restraint using Non-violent Crisis Intervention methodology must only ever be used as a last resort and engaged in by fully qualified and competent staff. Where possible, an Executive member is required to lead a response team when dealing with violent or dangerous situations.

DOCUMENTING OF INCIDENTS

- Staff present will complete a Behaviour Incident Report as soon as possible after an incident and pass this on in a timely manner to the Executive who responded to the incident
- Timely communication must be made to the parent/guardian of the student/s involved in an incident whereby there is a repeated breach of School Wide Positive Behaviour Expectations. This communication may be from a student's pastoral teacher or Executive

member. In a more serious breach, this communication will be from a member of Executive.

- In high risk breaches of School Wide Positive Behaviour Expectations, parents/guardians of a student who has been restrained will be notified as immediately possible by Executive that restraint has taken place. Executive will record this restraint in the School Restraint Register.

- Executive members will keep a daily log of the Executive Call Outs they have responded with details on the student behaviour, staff involved in initial response, time, location and Executive action taken.

PROCEDURES FOR SUSPENSION, EXPULSION AND EXCLUSION

Mater Dei School has developed specific procedures that must be followed when considering the suspension or expulsion of a student. Refer to Mater Dei Suspension and Expulsion Procedures.

IMPLEMENTATION

This policy is implemented by:

- Staff training and professional development opportunities in behaviour management and Non-violent Crisis Intervention;
- Communicating this policy to the school community;
- Monitoring the effectiveness of the policy; and
- Reviewing and evaluating the policy annually.

RELATED POLICIES/STATEMENTS/DOCUMENTS

Mater Dei School Wide Positive Behaviour Expectations Matrix

Mater Dei Student Code of Conduct

Mater Dei Suspension and Expulsion Procedures

Mater Dei Behaviour Incident Report

Mater Dei Incident Prevention and Response Plan

Mater Dei Bullying Prevention and Intervention

Mater Dei Uniform Policy

Approved at Leadership Team YES / NO / NA	Signed	Date
Approved at Board YES / NO / NA	Signed	Date
Staff Briefed YES / NO	Signed	Date
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