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POSITIVE BEHAVIOUR FOR LEARNING

A WHOLE SCHOOL APPROACH TO BEHAVIOUR SUPPORT



ST JOSEPH'S

POSITIVE BEHAVIOUR FOR LEARNING FRAMEWORK

1. School Mission Statement

At St Joseph's School we will bring our vision alive by working together as a welcoming community which reflects Franciscan values and traditions.

We celebrate and value the gifts and talents of all students, parents and staff.

We strive to provide an inclusive and rich learning environment which gives opportunities and experiences to all students.

We believe that God has given us the responsibility of stewardship through respect and care of Creation.

We dare to live with love, joy and humility.

As a Christ centred learning community, inspired by the Franciscan values of humility, respect and care, St Joseph's strives for equity and excellence in education.

Behaviour Policy Vision Statement

At St Joseph's School, all members of the school community will actively promote and encourage caring interaction through staying safe, taking responsibility, actively learning, and respecting self and others to build a Christian atmosphere where Gospel values are upheld. This is supported by personal development education, personal safety, resilience and anti-bullying measures.

Stay Safe

- Each person has the right to be safe at all times
- Each person has a responsibility to maintain safe behaviours throughout the school environment

Take Responsibility

- ➤ Each person has the right to be accepted and to belong and has a responsibility to accept others and help them to belong
- Each person will accept responsibility for their own behaviour
- > Each person will be responsible for their own belongings and environment
- ➤ Each person will work to promote a sense of compassion in all relationships that develop within the community



Actively Learning

- Each person has the right to learn
- Each person will work to the best of their ability and position to enable their own and the success of others
- The teaching staff will promote and encourage student learning and behaviour outcomes

Respect Self and Others

- Each person will recognise others' need for privacy of property, person and information
- Each person has the right to be respected and treated with dignity
- Each person will be addressed by their correct name
- Each person will use words and actions that promote and display good manners

The Student Behaviour Support Policy focusses on enhancing a positive school ethos and promoting effective learning by establishing:

- Clearly stated expectations of what constitutes acceptable behaviour
- Effective behaviour management strategies
- o Processes which recognise, teach, reward and celebrate positive behaviour
- Processes, rules and sanctions to deal with unacceptable behaviour and a way to monitor the needs of students who seek attention through negative behaviour.

The policy began its development in 2013 and continued through 2014 and 2015, by a team of teachers, STIE, GC, APRE and Principal. A review of school data relating to behaviour incidents informed the process. Data gathering will continue to influence the procedures and policies with annual updates.

2. Profile of school

St Joseph's is a co-educational Catholic primary school in Bardon, in Brisbane's western suburbs. The school has three classes in each year level from Prep to Year 4 and single classes in Year 5 and 6 with a total enrolment of approximately 395 students. St Joseph's School is part of the Jubilee Catholic Parish which comprises 3 other catholic primary schools.

Our dedicated staff includes: 26 teaching staff (including music, LOTE and PE specialist teachers, support teachers, and members of the leadership team); 11 school officers; 2 cleaners, grounds person; tuckshop convenor and Guidance Counsellor.

St Joseph's Bardon is situated in a catchment area where the majority of our students come from high socio-economic, English speaking families. Although the majority have been born in Australia, many have had the opportunity to travel or live overseas and bring with them a wide range of experiences and talents to our school.



Our students are fortunate to have families and a community that nurtures and values the importance of developing the skills to become lifelong learners. They are co-operative and enthusiastic learners with many demonstrating excellence in academic pursuits, sport and the arts.

Extracurricular activities are prevalent among the student body with many private music and tennis lessons. The majority of our students continue their secondary education at local private schools with most boys and some girls leaving St Joseph's at the end of Year Four

3. Consultation and data review

St Joseph's School developed this plan in consultation with our school community. The revised policy was presented to staff, parents and students. Consultation occurred through staff meetings, meetings with our school board and combined schools board, and Brisbane Catholic Education, and distribution of the draft plan for comment and review. A review of school data relating to behaviour incidents also informed the plan. The plan was endorsed by the Principal, the school board, and the Area Supervisor, and will be reviewed at least every 5 years.

4. Beliefs about learning and behaviour

Student behaviour support is a priority for all teachers. Effective Learning and Teaching is supported by a safe, positive and productive learning environment, based on the principles of consistency, fairness, and engagement. This starts in the classroom, with each individual student. At St Joseph's School, we believe that there are five conditions for quality learning outcomes:

- 1) There must be a warm, disciplined, safe, and supportive classroom environment where students and teachers develop positive relationships.
- 2) Students should actively engage in the work provided for them by their teachers. Students should seek to understand how learning material would benefit them. That is not to say that it must always be of immediate practical use, but may be of some future aesthetic, intellectual, artistic, or social use.
- 3) Students are always asked to do the best they can. The teacher's role is to facilitate this behaviour.
- 4) Students are asked to evaluate their own work and to improve it. It is our belief that all students can be taught to be self-regulated, self-directed learners.
- 5) Quality work should feel good. Recognition and encouragement should be given to those students who have done their best.



Code of Conduct/Whole School Expectations

As a school community, we follow these four STAR Rules

Stay Safe
Take Responsibility
Actively Learn
Respect Self and Others

We do this by:

- Using the St Joseph's School Rules Matrix which articulates examples of the expected behaviours applied to each school rule in various settings across the school environment
- Using our STAR jingle as a prompt for remembering and using our school rules (Jingle words)
- Explicitly teaching expected behaviours using consistent approach across the schoole.g. Behaviour Matrix Lesson Plan
- Using the 10 Essential Skills of Classroom Management training to develop positive responses to behaviour

5. Roles, Rights and Responsibilities of School Community Members

At St Joseph's School we expect that

Students will	 Participate actively in learning Take responsibility for their own behaviour and learning Demonstrate respect for themselves and others Behave in a manner that respects the rights of others, including the right to learn Co-operate with teachers and other adults
Parents/Caregivers will	 Show an active interest in their child's schooling and progress Cooperate with the school to achieve the best outcomes for their child Support school staff in maintaining a safe and respectful learning environment for all students Initiate and maintain constructive communication and relationships with school staff regarding their child's learning, wellbeing, and behaviour Contribute positively to behaviour support plans that concern their child.



Staff will	Provide safe and supportive learning environments
	 Provide inclusive and engaging curriculum and teaching
	 Initiate and maintain constructive communication and
	relationships with students and parents/carers
	 Positively reinforce the whole school behaviour
	expectations with students

6. Whole school behaviour support (proactive/preventative strategies)

At St Joseph's School, we believe that preventing inappropriate behaviour through the promotion of appropriate behaviour is a more positive and successful method of managing student behaviour than intervening after behaviour incidents occur. Our focus is on proactive and preventative whole of school approaches.

a. Establishing Behaviour Expectations

At St Joseph's Catholic School there are several ways in which our staff establishes the behaviour expectations of our students, including the following:

- Explicit teaching and consistent follow-up of STAR school rules using the behaviour matrix
- Modelling and role play methods used to teach and learn behaviours
- Reinforcing positive behaviours
- Displaying photos of positive behaviours
- Displaying the school and classroom rules clearly
- Using explanations of the school and classroom rules (i.e. what they look like, sound like, and feel like)
- Applying appropriate consequences for not meeting behaviour expectations
- Explaining why a behaviour is expected or a consequence is necessary
- Being flexible to allow for unforeseen circumstances or children with needs
- Maintaining effective communication and sharing a common language about behaviour in our school community
- Transitioning students to a new year level and new teachers at the end of the school year for the following year.

In doing this we are empowering students to take responsibility for their actions

b. Positive School Culture

Every week, our school community gathers together for school assembly. During these times, we create and enrich our positive school culture through celebration and prayer, class presentations, awards, rule and anti-bullying reminders and by raising awareness of



current school events. We use our STAR rules jingle and actions to reinforce our STAR behaviour rules. Each fortnight an aspect of our matrix is introduced to the whole school to be explicitly taught during the following week.

The "You Can Do It – Program Achieve" Social Emotional Program supports the creation of a positive whole school culture through the development of the five foundation keysconfidence, persistence, organisation, getting along and resilience.

The "Daniel Morcombe Child Safety Curriculum" supports the creation of a positive whole school culture through teaching the Child Safety message of the curriculum which has been endorsed by BCE for use in all schools and supports the Personal and Social Capability aspect of the Australian Curriculum.

Staff utilise a wide range of acknowledgement strategies with students, reviewed on an annual basis, to support our positive school culture, including

- Praise/encouragement (verbal/non-verbal/written)
- Class level reward systems
- Individual/group goal-setting
- Public display of work (classroom, library, office foyer)
- Whole class rewards
- Class responsibilities (messenger, teacher's helper, library monitor, tuckshop)
- Phone calls, emails, or communication to parents
- Sharing work with others (Principal, APRE, other year level classes, buddy classes, parents)
- Teacher evaluations (marks/comments on work/behaviour reporting)
- Acknowledgement of student achievements, involvement in extra-curricular activities at assembly
- STAR of the Week- award recipients published in our weekly St Joseph's Newsletter

c. Rewards

We acknowledge student efforts and results in academic, sporting, behavioural, and cultural contexts through a variety of awards at our school. The following Table of Awards outlines the awards available for teachers and other staff to use when acknowledging the achievements of students in our school.

STAR Awards	
At St Joseph's, we believe that every child is worthy of receiving a STAR of the Week Award to celebrate and acknowledge significant positive learning dispositions, behavioural, personal, or social	 Acknowledge achievements made by students in a public forum. Could be for displaying positive learning dispositions, behaviour, or



achievements. Each week at assembly,
teachers and specialist teachers have the
opportunity to give a student from their
class/es a St Joseph's STAR Award.

- personal or social development areas, as per our STAR rules.
- Award a Student of the Week award to one child from every class and specialist areas each week on assembly.

Special Awards

For exceptional or outstanding achievement in a school cultural activity. This could include camps, choir, excursions, sporting achievements or special event participation. Any teacher or specialist teacher or staff member can acknowledge a student/staff member for a STAR award or other special award.

- Whole group acknowledgement of participation in a school activity or competition.
- To be completed by the teacher in charge of the group
- The teacher responsible for the group activity or competition can distribute the Special Awards.

7. Targeted Behaviour Support

Targeted strategies are implemented for students who are at risk, and may include intervention programs involving support and specialist staff. Communication between parents/caregivers and staff will take place before, during, and after additional supports are implemented. Some of these interventions may include the following:

- Rocket room- Withdrawal from playground/classroom for major or repeated inappropriate behaviour. Discussion about behaviour. Reflection worksheet to reflect on behaviour and make plan for future.
- Resilience and Social Emotional program "You Can Do It- Program Achieve" and other support resources.
- Student Protection- "Daniel Morcombe Child Safety Curriculum"
- Social Skills programs- Friendship groups (Guidance Counsellor)
- Adjustments to Curriculum
- Social/Personal Capabilities (Australian Curriculum)
- Year 6 Peer Mediator program

8. Individual Behaviour Support

Strategies to support individual students may require specialised services and alternative pathways of care. Individual supports may include

- Curriculum Access Plans (CAP)
- Individual Education Plans (IEP)
- Individual behaviour plan based on Functional Behaviour Assessment



- Support from our specialist staff (i.e. Support Teacher Inclusive Education, Guidance Counsellor)
- Education Adjustment Plans (EAP)

We welcome the involvement of other professional personnel who have a vested interest in the student's welfare.

Note: Teachers and administration staff are not psychologists/psychiatrists and therefore, we may at times request that professional personnel be engaged to assist the school.

9. Consequences for inappropriate student behaviour

BEHAVIOUR MAY INCLUDE	POSSIBLE CONSEQUENCE	MANAGED BY
Minor incidents of inappropriate behaviours may include; - Ignoring instructions and directions - Disrespectful behaviour - Lateness to class - Littering - Swearing defiance - Uniform/hat/jewellery transgressions - Dangerous behaviour - Playing in inappropriate areas - Disrespect for school resources - Disruption of teaching and learning (calling out, interrupting)	Staff responses may include; - Reminder of expectations - Send student to "Buddy Class" - Verbal negotiation - Withdrawal from playground - Consultation and reflection with teacher - Contact with parents	Teacher
Inappropriate behaviours at this incident level may include; - Continued minor behaviours above - Repeated defiance - Inappropriate use of technology (school internet, mobile phones, and other electronic devices) - All forms of harassment, such as repeated name	Staff and support staff responses may include; - A monitoring program developed and implemented between teacher, student and parent - Parent contact - Student, parent, teacher meeting - Peer mediation	Teacher Parent



calling, teasing, ostracising, derogatory comments (including through the use of technology; emails, social pages)	 Referral to student support for assessment and support from specialist staff (Individual Behaviour Support Plan) Restitution Non-attendance at extra-curricular activities 	
Inappropriate behaviours at	Responses may include;	Teacher
major incident level include;	 Parent interview 	Parent
- Continued behaviours	- Review of Individual	Principal
above - Strong verbal abuse	Behaviour Support Plan (IBSP)	Other Support
towards students and staff	- Non-attendance at off	Staff
- Major directed swearing	campus and/or extra-	
- Stealing	curricular activities (at	
- Truancy	Principal's discretion)	
- Physical and/or verbal	- Referral to outside	
aggression towards students and staff	agency - Police notification	
- Smoking	- Suspension	
- Intimidations and/or	- Restorative conference	
harassment of staff	on return from	
(including through the use	suspension	
of technology)		
- Pornography		
- Vandalism,		
 Sexual harassment/misconduct 		
Inappropriate behaviours at	Responses may include;	Teacher
extreme incident level include;	- Parent interview	Parent
- Extreme or continued	- Review of IBSP	Principal
behaviours above	- Non-attendance at off-	Other Support
 Possession of drugs 	campus and/or extra-	Staff
- Supply of drugs	curricular activities (at	
- Possession of a	Principal's discretion)	
weapon/use of a weapon - Violent assault	- Police notification	
- VIOIEIIL ASSAUIL	SuspensionRecommendation for	
	exclusion	



10. Process for appeals

Parents who consider that correct procedures have not been followed, or that an unreasonable decision has been made, may appeal a suspension of less than three days to the Principal. Parents may appeal a suspension of longer than three days to the Area Supervisor. Parents may appeal exclusion to the Executive Director. The fact that an appeal has been lodged does not put on hold the Principal's decision to suspend attendance. Appeals must be in writing, stating the grounds on which the appeal is being made. A parent who requires assistance to participate in the inclusive community will have access to help with the appeal process. Please see the Guidance Counsellor for referral to an appropriate person to assist with an appeal. Alternative options for responding will be considered if a written appeal is not possible.

Appeals should be made to

- The Principal of the school, about a decision to suspend a student for less than three days
- The Area Supervisor, about a decision to suspend a student for more than three days from a particular school
- The Executive Director, about a recommendation to exclude a student from a Brisbane Catholic Education school (Executive Director, Brisbane Catholic Education, GPO Box 1201, Brisbane, QLD 4001).

11. **Bullying and Cyber Safety**

a. Definition

Bullying is the "repeated oppression, psychological or physical, of a less powerful person by a more powerful person or group of persons" (Rigby, 1996).

Bullying is when someone gains power over another person by hurting or harming that person, more than just once. Bullying is intentional, and involves an imbalance of power. Bullying is continuing to 'pick on' someone, torment them or exclude them, so that the person feels helpless. Cyber bullying is another form of bullying using technology, such as a computer or mobile phone via text messaging, MMS, social networking, photographs, and web pages.

A Bystander is a person who witnesses a bullying incident as an onlooker. At St Joseph's, we agree that, if you are a bystander who encourages bullying behaviours, or if you witness bullying and do not report the incident, your behaviour is considered to be bullying.

Bullying may include

- Physical: hitting, kicking, any form of violence, threat or intimidation that could cause physical harm
- Verbal: name calling, sarcasm, spreading rumours, persistent teasing, intimidation, lying about someone



- Emotional: excluding, tormenting, ridiculing, humiliating, intimidating
- Racist: taunts, graffiti, gestures, intimidation
- Sexual: unwanted physical contact, abusive comments, intimidation
- Cyber: unwanted text messages, emails, information technology, intimidation

b. Response

At St Joseph's, we follow our school "Anti-Bullying Policy" which states that we will:

- Openly talk about bullying what it is, how it affects us and what we can do about it.
- Teach our children skills which will build their self-esteem and empower them to take the responsibility for themselves and their actions to reduce opportunities for bullying behaviours.

Responsibilities of staff to reduce opportunities for bullying behaviour:

- To model appropriate behaviours at all times
- To deal with all reported and observed incidences of bullying
- To ensure that children are supervised at all times
- Staff to be punctual to classes and duties
- · Classroom rules and expectations clearly stated and reinforced
- To report incidences of bullying to the relevant person if this is warranted.

Responsibilities of children to reduce opportunities for bullying behaviour:

- To show support for a person being bullied i.e. take action as bullying occurs by saying 'leave him / her alone'
- Report the incident to a member of staff as soon as you can
- Enlist the help of older students if needed
- Refrain from bullying students

Responsibilities of parents to reduce opportunities for bullying behaviour:

- To watch for signs that their child may be bullied or is being bully
- To speak to someone on staff at the school if their child is being bullied, or if they suspect that it is happening
- To instruct their children to tell a trusted adult if they are bullied



Investigating Potential Bullying

What happens when a bullying incident is reported?

Children are discreetly withdrawn separately for the purpose of investigation. A behaviour report is completed identifying facts that were observed.

If bullying behaviour is identified, classroom teacher and parents will be contacted to organise a meeting to discuss behaviour report

If bullying behaviour is not identified this will not be taken any further



Children involved will participate in a mediation process if they are ready to.

Mediation involves all parties feeling comfortable and coming to an agreement. A mediation form will be completed to explain what agreements were made and that everyone is content.

If the aggression is repeated, separate the offending child, and the process will be repeated and as part of the agreement will be a re-entry process. Immediate parental contact will be made (for both victim and bully's parents). At this stage consultation a referral is made also for both parties to work with guidance counsellor to deal with the emotions in regard to this incidence.

If none of these sanctions succeed in stopping the child from continuing this behaviour the student will work through the behaviour management policy towards suspension; this may be internal or external suspension

If none of these sanctions succeed in stopping the child from continuing this behaviour the student will work through the behaviour management policy towards suspension; this may be internal or external suspension.

If these sanctions still do not result in a positive outcome, repeat offences will be reported to Brisbane Catholic Education and expulsion of the bully recommended. The authority to expel a student lies solely with the Executive Director.



Support for the target and perpetrator

We support the target in the following ways:

- Offering them an immediate opportunity to talk about the experience with their class teacher, or another teacher, or member of administration;
- Informing the child's parents;
- Suggesting and role playing appropriate, positive anti-bullying behaviours with the child;
- Offering continuing support when they feel they need it, and encouraging immediate reporting of incidents; and
- Taking necessary actions to prevent more bullying.

We support the perpetrator in the following ways:

- Talking immediately with their class teacher, another teacher, or member of administration about what has happened and the behaviours the child has been displaying;
- Informing the child's parents;
- Continuing to monitor the child's behaviour and offering appropriate support; and
- Enforcing appropriate consequences that are directly linked to the child's bullying behaviour.

c. Positive, Proactive Anti-bullying Approaches at St Joseph's School

The St Joseph's School community strives to promote healthy relationships among all members of the school community. There are times though, when people's behaviour does not reflect the mission of our school and our Christian values. On occasions people display behaviours of varying degrees, which show a lack of respect towards others and can if continued on a regular basis harm relationships within and outside the school community. To ensure that the school community promotes positive relationships, there is a need for the establishment of an anti-bullying behaviour policy to compliment the school behaviour support plan.

Anti-bullying strategies are taught to all students. The strategies are as follows:

- Ask them to stop
- Walk away
- Ask a teacher for help
- Ignore
- Try to make friends



Further information, strategies and ideas to use to address bullying and prevention can be found at the *Bullying No Way* website.

12. Data Collection

- Student behaviour data is kept using office referral forms, SBS Incident Report forms, student reflection forms (Early Years and whole school), parent/teacher conversations records. These are kept in student files in the office.
- Student behaviour data is recorded via the BCE SBS Database.
- Whole school data is recorded via data recording forms. Forms are completed by staff and sent to Therese Beavis for input into SBS and collation.

13. Some related resources

School Wide Positive Behaviour Support

14. Appendices

- ❖ Behaviour form- Reflecting, Learning, Action
- ❖ Behaviour form- Reflecting, Learning, Action- Early Years
- Rocket Room Parent letter



Appendices



ROCKET ROOM visit at St Joseph's Bardon.

		/ 201
Dear	··	
Your child break working w today at break working w We have completed a "Reflection his/her inappropriate behaviour, to a make amends to those who have bee	vith me on more appropria Sheet" to identify and h consider the impact of th	te ways to behave at St Joseph's. elp your child take ownership of is behaviour on others and how to
Please find attached a copy of the information.	his "Rocket Room" refle	ction sheet completed for your
Your child has responded appropriat been resolved. Please sign the returi you have been informed of the situa	n slip and return it to the	
Yours sincerely,		OCKET room was for the urs that don't follow our
×		
ROCKET ROOM - Student Name:	PARENT ACKNOWLEDG	
I have received the note about my c (please tick the option you prefer)		
□ I have discussed the inappropriat further discussion.	e nature of this behaviou	r with my child and it requires no
□ I would like to be contacted to dis	scuss this further. Cont	act number:
anant nama:	Cianatum	0.



BEHAVIOUR FORM- REFLECTING AND LEARNING

Name		Date	
Time of incident	Time of discussion		
Referring Teacher			
Person supervising Beha	aviour Form		
Student signature:			_
Reflecting			
STAY SAFE	TAKE RESPONSIBILITY	ACTIVELY LEARN	RESPECT SELF AND OTHERS
Draw or write what ha	ppened:		
Do I know why I did th	is?		
Learning			
Circle the behaviour ex	xpectations/rule I need to v	vork on from this situation	n.
STAY SAFE	TAKE RESPONSIBILITY	ACTIVELY LEARN	RESPECT SELF AND OTHERS
Draw or write what I c	ould do differently next tim	e.	
Do I need help with th	is rule?		
Who could help me? _			
What is the consequer	nce if I break this rule again	(My own thoughts)	
Action What am I goin	g to do to repair the situati	on/relationship?	ST JOSEPHS MEMBERS HELL RESPONSIBILITY Actively Learn Respect Self and Others



TAKE RESPONSIBILITY	ACTIVELY LEARN	RESPECT SELF AND OTHERS		
Reflecting (What did I do/which rule did I break?)		Action (What am I going to do to repair the		
	situation/relationship?)			
Do I know why I did this?				
		/which rule did I break?)		

Learning (Colour the rule I need to work on from this situation)

STAY SAFE	TAKE	ACTIVELY	RESPECT SELF
	RESPONSIBILITY	LEARN	AND OTHERS

What is the consequence if I break this rule again (My own thoughts)

