

Hauraki Primary School

Policy Document

Discipline

Rationale:

All students are entitled to a safe educational environment where effective learning can take place and their well being is taken care of.

Purposes:

- To ensure a happy and safe environment for all students and staff.
- To develop a sense of self discipline and positive self esteem.
- To ensure a sense of responsibility as an individual and as a group member.
- To nurture a sense of respect for others, property, and the general school environment.
- To establish a school wide consistent approach which all students are familiar with.

Guidelines:

- 1) At the beginning of each school year the classroom teacher will discuss and reaffirm school and classroom rules as set out in Appendix 1.
- 2) Class management and general discipline will be based on a sound knowledge of school and classroom rules and positive reinforcement.
- 3) School and classroom rules should be displayed in a prominent place in each classroom.
- 4) At the beginning of each year, the parents are to be informed of rules they need to know about by newsletter. Signed confirmation by parents is expected.
- 5) Students travelling on school trips will be reminded of the high standards of behaviour expected.
- 6) At all times helpful and courteous behaviour will be encouraged.
- 7) Inappropriate behaviour will not be tolerated and includes the following:
bullying, fighting, verbal, racial and sexual harassment, stealing, vandalism, spitting, threats, including inappropriate use of language to staff and swearing.
- 8) Corporal punishment is forbidden.
- 9) A specific sequence of procedures will be implemented where deemed necessary by the classroom teacher and / or Principal. See Appendix 2.
- 10) Referral to other agencies may be required to support staff/ parents/caregivers.

Signed: _____



Date: _____

19/8/2022

Presiding Member Hauraki School Board

Review Date: _____

Term 2, 2025

Appendix 1.

Student School Rules

- Follow instructions.
 - Keep hands, feet and objects to yourself.
 - No teasing, swearing, or taking something that does not belong to you.
 - Raise your hand instead of calling out (one person talking at a time)
- Be silent when asked, otherwise use your voice in the classroom quietly. (If I can hear your voice it's too loud).

General School Rules

- Everyone is outside during playtime and lunchtime unless the teacher is present, or the names of no more than six children are written on the board by the teacher, or if it is wet as indicated by a bell that is rung twice.
- All children arriving at school early must wait under the hall verandah till the 8:30 a.m. bell rings.
- Walking only is permitted in corridors.
- Unless accompanied by a teacher or parent, the foyer area should not be used as a through area.
- Any child who leaves the school during school hours must have approval.
- Kicking of balls is only permitted on all green areas and court area close to the main field.
- Playground areas are defined as:
 - Senior area: main field, court area in front of senior block, astro turf court, senior adventure playground, and netball court when there are no netball practices.
 - Junior/Middle area: main field, back of Junior block, respective Junior and Middle adventure playgrounds.
- All adventure playground areas are out of bounds between 8.30 -9am and 3:00 - 4:00 p.m.
- No playing on ramps outside rooms 17-19 or on junior block stairs.
 - Out of bound areas are:
 - Carpark
 - Back driveway
 - Library ramp and deck
 - Administration block
 - School Hall
- If a ball goes over a fence or on a roof, it should be reported to the duty teacher.

Appendix 2

Playground Behaviour Management

Where playground behaviour is deemed inappropriate this should be dealt with by the duty teacher and report incidents of significance to the class teacher. At the duty teacher's discretion children may be sent to the DP or syndicate leader who will make a decision about further action.

Classroom Behaviour Management Plan

It is intended that our discipline programme will be based on a sound knowledge of school rules and positive verbal reinforcement (e.g. recognition, praise) non verbal reinforcement (smile, pat on the back), and written reinforcement (comments, certificate, stickers, house points.) The use of corporal punishment is prohibited.

If however, a student chooses to break a classroom rule, the following sequence of events will take place:

- 1st time: students name on the board as a warning.
- 2nd time: one mark after name, means stay after bell to finish work, or write out school rule(s), and /or write a letter of apology (not necessarily to parents).
- 3rd time: two marks after name, means sent to team leader
- 4th time: three marks after name means sent to DP and/or Principal. At the DP or Principal's discretion a parent maybe phoned.

In the case of severe disruption any of the above stages may be by passed and a student sent straight to the Principal.

If a student's behaviour is very bad and is a harmful or dangerous example to other students or staff at the school, or the student's continual disobedience is a harmful or dangerous example to other students at the school; (Section 14 (1) (a) or because of the student's behaviour, it is likely that the student, or other students at the school, will be seriously harmed if the student is not stood down or suspended (Section 14 (1) (b) then the Principal may initiate a stand down, suspension, exclusion or expulsion as specified in that policy.