

## **The College Discipline Committee**

A Discipline committee exists to deal with major breaches of discipline (as mentioned previously). In the event that this committee considers expulsion is necessary, it will ask the College Council to endorse this decision.

## **Report Card System**

Students who continually disrupt classes and the College program may be placed on a Behaviour Report Card for a specified period. This will be implemented with consultation between the class teacher and the Deputy Principal.

The Deputy Principal will contact the parents/guardians if this is implemented. The Behaviour Report Card, designed to monitor behaviour and attitude, is as follows:

1. A list of expectations will be clarified between the Deputy Principal, class teachers and the student when the Behaviour Report Card is issued.
2. The whole staff will be made aware of these expectations.
3. The card must be presented to the teacher at the end of each class.
4. The teacher will sign the card, tick the appropriate boxes and make any necessary comments at the end of the lesson.
5. The student must then present the Behaviour Report Card to the Deputy Principal at recess each day for signing and then take it home each day for parents/guardians to sign. If this is not done, or if adverse comments are written by a teacher, the student will continue with the card for a longer period of time or receive further behaviour management counselling at the Administrative level.

## **The Focus Room**

The Focus Room is designed to manage behaviour of a more serious nature. The procedure for its use will be as follows:

1. When a student no longer follows instructions or no longer cooperates in the classroom, the teacher will notify the Deputy Principal that administrative discipline is required. The Deputy Principal will then consider the options and may advise the student that he/she needs to spend some time in the Focus Room to re-evaluate his/her behaviour.

2. Students will be required to complete an initial task relating to being responsible for their own behaviour.
3. Class teachers will set work for students in the Focus Room.
4. For students in the Focus Room, recess and lunch will be at different times to the rest of the school.

These times will typically be:

Recess 10:50 am - 11:10 am.

Lunch 12:35 pm - 1:05 pm.

5. These times will be spent on the grassed area in front of the main office, or in another area that is specified.
6. A student/parent/guardians/teacher/ administration interview will be held as required.
7. Students completing a period of time in the Focus Room may be placed on a Behaviour Report Card.