



# Student

## Secondary School Behaviour Management Policy



# Vision, Mission and Core Values

## VISION

Our Vision at Dale is to offer affordable, quality education within the framework of a Christ-Centred Biblical World View as we strive to equip our students with skills and strong values that encourages them to pursue excellence in all areas.

## MISSION

Every student at Dale Christian College will clearly hear the claims of Christ on their life through management, curriculum and teaching practices and see the love of God at work in the College community.

## CORE VALUES

At Dale Christian College, our focus is on digging wells of wisdom and truth instead of building fences of exclusion. As staff, we pledge to infuse Christian principles into our activities and educational approaches, aiming to illuminate Christ's light in our community by embodying our core values in practical ways.



### Honouring God and the Bible

- We commit to centering our practices and teachings on a Christ-focused biblical worldview. Our reverence for God and His Word permeates our daily devotions and curriculum. We work towards cultivating a community that seeks to Glorify God in all things.  
*"Love the Lord your God with all your heart and with all your soul and with all your strength." (Deuteronomy 6:5)*



### Respect: Others & Ourselves

- Respect is crucial in our college community, mirroring God's view of each individual as His beloved creation. Shown through courteous communication and acknowledging inherent value, we foster a Christ-centred, nurturing environment.  
*"So, in everything, do to others what you would have them do to you, for this sums up the Law and the Prophets." (Matthew 7:12)*



### Stewardship & Responsibility

- We instill responsibility in our students through the care of College resources and personal belongings. Leadership roles and community service opportunities foster a sense of duty and environmental responsibility, aligning with our commitment to stewardship of God's creation.  
*"Whoever can be trusted with very little can also be trusted with much, and whoever is dishonest with very little will also be dishonest with much." (Luke 16:10)*



### Justice & Mercy

- Our College maintains just rules and consequences, echoing Jesus' teachings of justice and mercy. We inspire students to pursue fairness and exhibit compassion in their interactions, cultivating a community that values both justice and forgiveness. Students are encouraged to act justly, love mercy, and walk humbly with God.  
*"He has shown you, O mortal, what is good. And what does the Lord require of you? To act justly and to love mercy and to walk humbly with your God." (Micah 6:8)*



### Pursuing Excellence

- At Dale Christian College, excellence transcends academics, focusing on personal growth in line with Christian teachings. We celebrate progress, embrace a growth mindset, and view mistakes as learning opportunities, encouraging efforts as if serving the Lord.  
*"Whatever you do, work at it with all your heart, as working for the Lord, not for human masters, since you know that you will receive an inheritance from the Lord as a reward. It is the Lord Christ you are serving." (Colossians 3:23-24)*

## **Purpose**

At Dale Christian College our aim is that all students receive positive guidance and encouragement towards acceptable behaviour and are given opportunities to interact and develop respectful and positive relationships with each other and with staff and volunteers.

The **Student Code of Conduct** sets out Dale Christian College's expectations of students with respect to their academic and personal conduct. The Student Code of Conduct is endorsed as the central focus of discipline and self-discipline for each student.

### **Every student and teacher have a right to:**

- Learn and teach free from disruption.
- Feel safe (emotionally and physically).

Dale Christian College forbids the use of any form of child abuse, corporal punishment, or other form of degrading punishment.

Dale Christian College's behaviour management system conforms to the rules of procedural fairness, is free from discrimination, is proportionate to the nature of the breach and provides an avenue to appeal the outcome.

## **Definitions**

### **Child Abuse**

Occurs when a child has been subjected to physical, sexual, or emotional abuse and/or neglect which has resulted or is likely to result in harm to the child's wellbeing. It may involve ongoing, repeated or persistent abuse, or arise from a single incident.

### **Corporal Punishment**

Any punishment in which physical force is used and intended to cause some degree of pain or discomfort, however light; typically involving hitting the child with the hand or with an implement; can also include, for example, forcing the child to stay in an uncomfortable position. It does not include the use of reasonable physical restraint to protect the child or others from harm.

### **Degrading punishment**

Any punishment which is incompatible with respect for human dignity, including corporal punishment and non-physical punishment which belittles, humiliates, denigrates, scapegoats, threatens, scares or ridicules the child.

## **Rules of Procedural Fairness**

### **These rules require:**

- A hearing appropriate to the circumstances.
- Lack of bias.
- Evidence to support a decision, and
- Inquiry into matters in dispute.

### **Parent**

Could be a parent, guardian or carer.

## Guidelines and Procedures

The College and staff have a responsibility to create a safe and positive learning environment for students. Students are more likely to behave positively if they are in an environment where they feel respected and supported to achieve and thrive. The College has a strong focus on creating a positive learning environment for students.

**There are many ways in which students are encouraged in normal college life to be well disciplined. These include:**

- Teachers showing genuine interest in each student in their care.
- Praise and encouragement are given.
- Physical awards are given through House Points and Prizes.
- Acknowledgment to peers in class, at year assemblies and combined assemblies.
- The House Points System.

Clear expectations for appropriate behaviour are established in the Student Code of Conduct. The result is that students are being trained to be self-disciplined. They are taking responsibility for their own actions in a caring community. However, if a student is disruptive in a class, they need to realise that not only are they disadvantaging themselves, but everyone else in the class as well. Every student has the right to the best possible education they can obtain at Dale Christian College.

Two systems of behaviour management exist at Dale Christian College. One for 'inside' the classroom and a system for 'outside' the classroom.

## Managing Student Behaviour

### Inside the Classroom

Any seen or perceived disruptive behaviour is dealt with using the **proximity praise and reward /name/tick/send-out system**.

**Proximity - When a student is misbehaving, the teacher will:**

- praise at least one other student who is in close proximity for behaving appropriately,
- prompt or redirect the misbehaving student to return to the appropriate behaviour, check that the student can cope with the activity, quietly enquire as to the reason for the misbehaviour, encourage the student to ask to speak to a teacher if something is worrying them,
- praise the misbehaving student as soon as they do something appropriate.

### Name

That is, without a 'fuss' or necessarily a verbal exchange, the teacher writes the name of the student who is being disruptive on the white board. This is the student's first warning.

### Tick

Further disruption by the same student will result in a tick placed next to their name. This is the second warning.

### Demerit

If there is further disruption from the same student there is no need to tick their name again, the teacher may give a demerit.

## Send-out

If the student disruptive behaviour persists the teacher, then sends him/her to Reception to be interviewed by the Pastoral Care Coordinator/Deputy.

### Name on the Board

Examples of behaviour that may warrant a name on the board:

Distracting Behaviour	Time-wasting Behaviour
Talking/singing/making noises	Writing/reading notes in class
Walking around the room	Completing work from another subject
Swinging on the chair	Not completing a reasonable amount of work within the given time frame
Calling out	Being on non-related computer applications

### Automatic Send-outs

A student may be sent out of class without warning for the following behaviour:

#### Breach of Safety

- Throwing an object in class.
- Intentionally pushing or knocking a student off a chair.
- Not following safety guidelines in practical lessons.

#### Physical Abuse

- Punching another student.
- Hitting a Staff Member.

#### Verbal Abuse

- Swearing at another student.
- Swearing at a Staff Member.

#### Misuse of Computers or Other Equipment

- Changing settings of classroom or IT-Lab computers.
- Accessing or attempting to access inappropriate material via the internet.
- Attempting to access restricted areas on the college computer network.
- Intentional misuse of equipment provided during a lesson.
- Mobile phone going off or use of smart watch or mobile phone in class.
- Using Mobile phone to arrange a food delivery service while on college grounds or at college event.

*The examples provided above are not comprehensive but provided as a guide.*

When a student is sent out, they will be directed to reception. A student sent out of any class 5 times in a year is withdrawn by his/her parents or the principal will permanently exclude them from attending Dale Christian College. This will also be referred to the College board. Below is a summary of the inside send-out system.

## Inside Send-out System Summary

### First Send-out

Verbal warning, and discussion of further consequences if the behaviour continues by Pastoral Care Coordinator and email written to inform parents of the send-out.

### **Second Send-out**

An email is sent to parents' informing them that the student has been sent out of class on two occasions and an interview may be offered by the Pastoral Care Coordinator.

### **Third Send-out**

Parents are notified as soon as possible via an email from the Deputy and the student will receive an internal suspension at the College.

### **Fourth Send-out**

Suspension from the College for one day. Parents are notified as soon as possible and may be asked to collect their child at their earliest convenience. Parent may be asked to come in for an interview with the Deputy/Principal.

### **Fifth Send-out**

Parent interview with Deputy and Principal. Withdrawn by parent or permanent exclusion from the College. Referred to College board.

## **Outside the Classroom**

The system for dealing with inappropriate behaviour outside the class operates differently from the inside discipline system.

### **What Constitutes 'Outside' Class?**

Outside class means before school, at recess, lunch, on the way to a classroom and after school. If you are outside the classroom but engaged in class activities, even if they are off-site (e.g. Phys Ed classes) the **inside** send-out system applies. The **outside** send-out system only applies to behaviour outside of normal classes.

Please note that as soon as a student puts on their uniform, they are representing the school. Therefore, students can expect to be disciplined if they behave inappropriately whilst they are wearing their uniform.

### **Penalties for Inappropriate Behaviour Outside Class**

Students can receive a **demerit**, a **minor outside send-out**, a **major outside send-out** or **immediate exclusion** from the College for behaving in an inappropriate manner outside class.

## **The Outside Send-out System in Summary**

### **First Send-out**

Parents are notified by the Pastoral Care Coordinator.

### **Second Send-out**

Parents are notified by the Pastoral Care Coordinator. Student may receive an internal suspension.

### **Third Send-out**

Parent are notified by the Deputy/Principal and Student may be suspended for a day.

### **Fourth Send-out**

Parent interview with the Principal. Withdrawn by parent or permanent exclusion from the College. Referred to the College board.

## The Demerit System

The demerit system serves to address behaviours and actions that do not necessarily affect the classroom or other students. It operates to motivate students to modify those behaviours that interfere with the smooth running and/or appearance of the College. Students who do not lose any demerits will be rewarded at the end of the year at the Principal's discretion.

<b>At 1 Demerit</b>	An email Demerit Notification will be sent home at the end of every week informing parents of any demerits received. The email will stipulate the relevant Conduct the demerit relates to, for example 'Educational – Off Task'
<b>At 10 demerits</b>	An email will be sent home informing parents that this stage has been reached and advising of further stages in the System.
<b>At 15 demerits</b>	Parents are contacted, requesting an interview with the Pastoral Care Coordinator. The student may be placed on a Behaviour Management Plan. The student may be suspended from the College for one day.
<b>At 20 demerits</b>	Parents are contacted, requesting an interview with the Deputy Principal. The student will be placed on a Behaviour Management Plan. The student is suspended from the College for one day. Student status is considered 'not in good standing' for extra-curricular activities (at Principal's discretion)
<b>At 25 demerits</b>	Parents are contacted, requesting an interview with the Deputy Principal/Principal. The student is withdrawn and permanently excluded from the College.

Students are permitted to record a total of 24 demerits during one year. At the 25th demerit, the student will be withdrawn and permanently excluded from the College. The College Board will be referred.

**Please note that any serious offenses will require a parent interview and may be escalated regardless of the level achieved.**

### Uniform Infringement

We believe that a respectful and professional appearance supports a positive learning environment. To ensure that all students adhere to our uniform guidelines, we have implemented a system of reminders and demerits. Students will receive a warning for uniform infringements, such as incorrect uniform, inappropriate make-up, jewellery, or hairstyles. **On the 5<sup>th</sup> warning, a demerit will be issued and parents will be notified.**

### Late to school

If a student is late to school this will be recorded as a warning. **On the 5<sup>th</sup> warning, a demerit will be issued and parents will be notified.**

It is important to note that once a student accumulates 25 demerits, they will be subject to permanent exclusion from the College.

We appreciate your support in helping students understand the importance of following these guidelines, as it fosters a sense of belonging and pride in our school community.

### Demerits/Minor Outside Offences

Demerits are generally given for minor outside offences from the categories 1 – 3 below. Demerits will be issued by teachers and verified by the Pastoral Care Coordinator or the Deputy Principal. Parents will be sent

an email notifying them of demerits as they accumulate. Minor outside offences is normally dealt with by a teacher.

### Moderate Outside Offences/Send-out

Generally, from categories 1 - 3 in table below. Student will be sent to the Front Office. Demerits will be issued by teachers and verified by the Pastoral Care Coordinator or the Deputy Principal.

### Major Outside Offences/Send-out

Major outside send-outs are generally given for major offences from category 4. The student is immediately sent to the Front Office. Each time a student receives a major send-out, they may be suspended from the College for one day. If a student receives four (4) major outside send-outs in one year they are withdrawn or permanently excluded from the College.

**Immediate Exclusion** is given for severe offences in category four (4) only, such as possession of drugs, cigarettes, e-cigarettes, alcohol, weapons or assaulting a staff member. **Use or possession of illegal drugs cigarettes, e-cigarettes, alcohol, or weapons by a student will necessitate immediate withdrawal or exclusion from the College.**

The reason students may get a **demerit** or an **outside send-out** roughly falls into one of three categories:

1. Educational	2. Image of the School
<p><b>Examples (not exhaustive):</b></p> <ul style="list-style-type: none"> <li>• Homework/Assignment not completed</li> <li>• Late to class (during school time)</li> <li>• No sport uniform</li> <li>• Coming to class unprepared</li> <li>• Continually being late to class</li> <li>• Plagiarism</li> <li>• Non-approved use of Artificial Intelligence (AI)</li> </ul>	<p><b>Examples (not exhaustive):</b></p> <ul style="list-style-type: none"> <li>• Wearing make-up</li> <li>• Wearing incorrect Jewellery</li> <li>• Hair—standards not met</li> <li>• Wearing the uniform incorrectly</li> <li>• Incorrect Shoes/hat</li> <li>• Behaviour outside of the College</li> </ul>
<p><b>3. General Behaviour</b></p> <p><b>Examples (not exhaustive):</b></p> <ul style="list-style-type: none"> <li>• Verbal disrespect</li> <li>• Physical disrespect</li> <li>• Chewing gum</li> <li>• Disregarding the instruction of a teacher</li> <li>• Out of bounds</li> <li>• Touching/Kissing</li> <li>• IT infringement</li> <li>• Having mobile phone out</li> <li>• Graffiti</li> <li>• Vandalism</li> <li>• Truancy</li> <li>• Threatening/Intimidating a teacher, staff member or student’s parent/s outside of the College</li> <li>• Use or possession of illegal drugs, cigarettes, e-cigarettes, alcohol or weapons.</li> <li>• Misuse of computers</li> <li>• Breach of safety</li> </ul>	<p><b>Late to school</b></p> <p>When a student arrives at school after the bell has gone, they will receive a warning. On the fifth warning they will be given a demerit.</p>



## Serious Incidents

Seriously abusive and inappropriate behaviour will be dealt with in a calm and controlled manner.

In all situations the student should be taken immediately to the Principal/Deputy Principal or the Principal/Deputy Principal informed of the situation.

### Serious incidents result in:

1. Suspension pending investigation/ parent contacted.
2. Parental interview with Principal/Deputy Principal.
3. College Board informed.
4. Student enrolment may be terminated, or the probation conditions will continue.

Where a student's conduct breaks the law, the matter will be reported to the Police, in addition to any action taken by the College for such offence.

### Examples (not exhaustive)

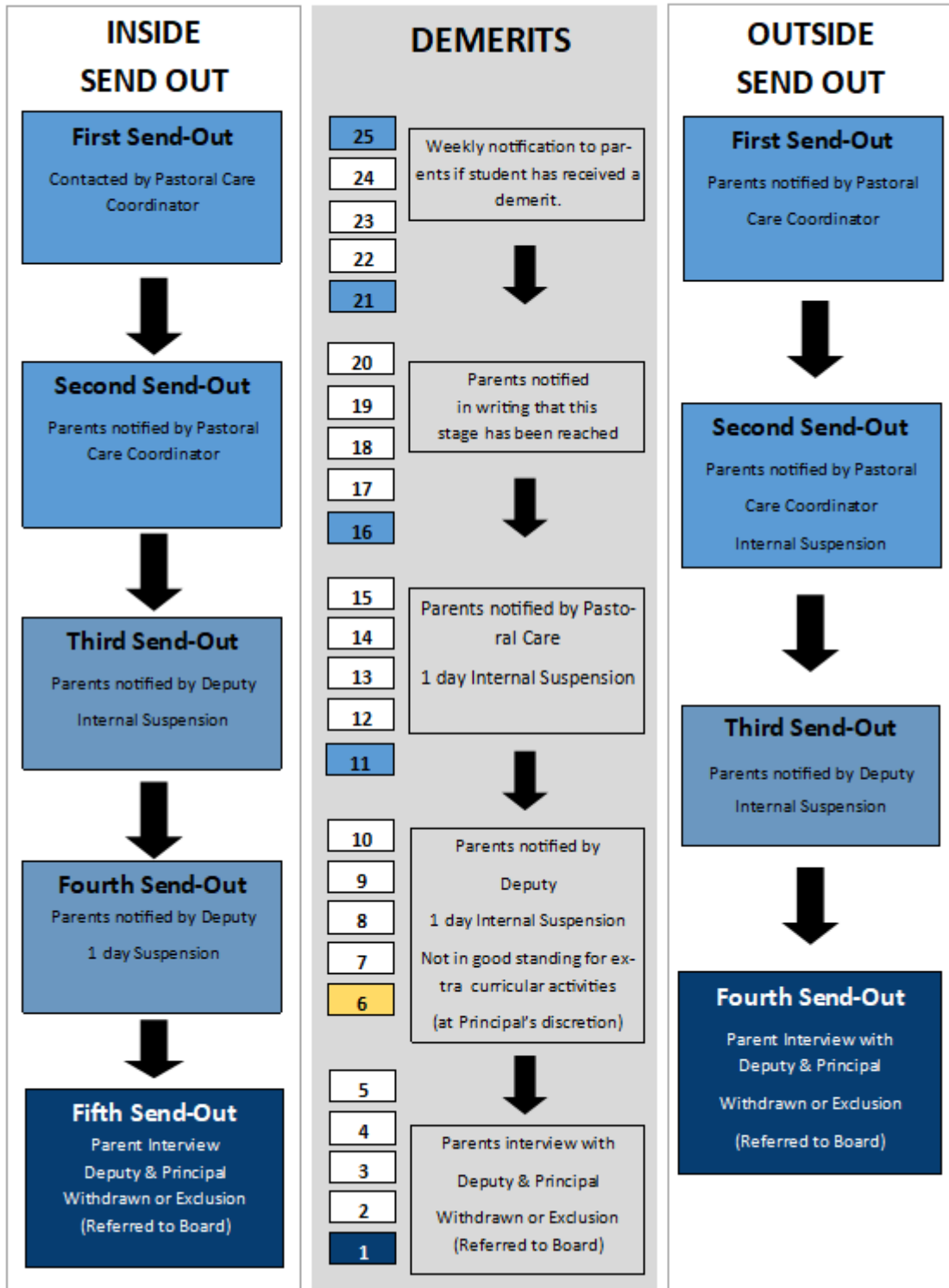
Offence	Category	Consequence
<ul style="list-style-type: none"> <li>• Littering</li> <li>• No hat after a warning</li> <li>• Out of bounds after a warning</li> <li>• Caught using a mobile phone during school hours</li> </ul>	Minor	Demerit
<ul style="list-style-type: none"> <li>• Bullying – name calling, intimidation (first offence)</li> <li>• Rough/dangerous play</li> <li>• Disobeying a teacher's instructions</li> </ul>	Moderate	Demerit or moderate outside send-out
<ul style="list-style-type: none"> <li>• Vandalism</li> <li>• Fighting</li> <li>• Leaving the College grounds</li> <li>• Using Mobile phone to arrange a food delivery service while on college grounds or at college event</li> </ul>	Major	Major outside send-out
<ul style="list-style-type: none"> <li>• Illicit drugs on College property or in College uniform</li> <li>• Smoking (or in possession of cigarettes) on College property or in College uniform</li> <li>• Vaping (or in possession of e-cigarettes) on College property or in College uniform</li> <li>• Alcohol on College property or in College uniform</li> <li>• Violent behaviour (physical and verbal abuse)</li> <li>• Swearing/Abuse/Assaulting a teacher, staff member or student</li> <li>• Severe Bullying (physical, indecent inappropriate, verbal or cyberbullying)</li> <li>• Bringing/using weapons to/at the College</li> <li>• Severe Bullying (physical, indecent inappropriate, verbal or cyberbullying)</li> <li>• Explicit or undesirable material which is deemed inappropriate at a Christian College e.g. Books with spells and incantations, nudity in literature or online</li> <li>• Behaviour deemed very inappropriate at a Christian College</li> </ul>	Serious	Immediate exclusion

## **Student Code of Conduct**

Behaviour contrary to the *Student Code of Conduct* may result in disciplinary action including (but not limited to) suspension or exclusion. Serious offences such as assault, theft, wilful damage, and other unlawful activities may result in exclusion. For minor breaches of the Code of Conduct students will receive a warning asking them to rectify their behaviour. This warning may take the form of a verbal reminder of the expected behaviour, send-outs, or demerits. Suspension is likely for consistent minor breaches of the Code of Conduct.

Where a student's conduct breaks the law, the matter will be reported to the Police, in addition to any action taken by the College for such offence.

## DISCIPLINE SYSTEM OVERVIEW



**Related Policies:**

Student Code of Conduct

Handbooks

Suspension & Exclusion Policy

Bullying and Harassment Policy

Locker Policy



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