Quality education in a caring and creative environment

Behaviour Management Policy
Introduction

At Katoomba High School our goal is to raise the educational standards and levels of educational achievement of our students. At our school, quality education provides a safe, caring and creative environment.

Good discipline is the key to the achievement of this priority. An effective learning environment should be free from disruption, bullying and intimidation.

We have a clear and effective behaviour management policy that accepts and recognises the rights and responsibilities of all its members.

Parents are recognised as partners with the school in the shaping of appropriate student behaviour that will lead to improved levels of academic achievement.

At our school we publicly recognise the achievements of students within and outside the classroom.

Our Behaviour Management Policy establishes an agreed set of rules and procedures that respects the rights of all to ensure our goal is successful. When conflict occurs students should speak to their student adviser, who will ensure they receive the most appropriate welfare support.

We acknowledge our valued and established partnership with parents as we continue together to provide students quality education in a safe and creative environment.
## Unacceptable Behaviours

<table>
<thead>
<tr>
<th>Department of Education and Training guidelines</th>
<th>Unacceptable Behaviours</th>
<th>Banned Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>Immediate suspension occurs when a student;</td>
<td>• Bullying</td>
<td>• Cigarettes and lighters</td>
</tr>
<tr>
<td>1. is in possession of a firearm, prohibited weapon, (as defined by Schedule One of the Weapons Prohibition Act), or knife</td>
<td>• Spitting</td>
<td>• Metal rulers unless supplied by teacher e.g. Industrial Arts</td>
</tr>
<tr>
<td>2. uses, or is in possession of, a suspected illegal substance or supplies a restricted substance</td>
<td>• out of bounds</td>
<td>• Scooter, roller blades and skateboards</td>
</tr>
<tr>
<td>3. is physically violent or who seriously interferes with the safety and well being of other students, staff or other persons</td>
<td>• Unsafe playground behaviour or activities</td>
<td>• Spray cans including deodorant spray cans</td>
</tr>
<tr>
<td>Suspension will occur when a student;</td>
<td>• Smoking</td>
<td>• Chewing gum</td>
</tr>
<tr>
<td>4. is persistently disobedient or aggressive</td>
<td>• Mobile phones must be turned off and put away between 9:00 am and 3:25 pm</td>
<td>• Liquid gum</td>
</tr>
<tr>
<td>5. behaves criminally e.g. theft, vandalism</td>
<td>• MP3, Discmans or other audio/visual devices must be switched off and in bags</td>
<td>• Permanent markers</td>
</tr>
</tbody>
</table>

### Level System Guidelines

Each student begins the year on a *no level* basis. The following table outlines the types of behaviour that will result in placement on a level.

<table>
<thead>
<tr>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>KLA/Head Teacher</td>
<td>Deputy Principal</td>
<td>Principal</td>
</tr>
<tr>
<td>Abusive language/harassment</td>
<td>Persistent disobedience</td>
<td>Violence/threats of violence</td>
</tr>
<tr>
<td>Unsafe behaviour e.g. throwing objects</td>
<td>Persistent harassment and use of abusive language</td>
<td>Possession of weapons/illegal drugs</td>
</tr>
<tr>
<td>Persistent disruption</td>
<td>Misbehaviour across the school</td>
<td>Criminal behaviour</td>
</tr>
<tr>
<td>Persistent disobedience in classroom</td>
<td>Unsafe behaviour e.g. throwing dangerous objects</td>
<td>Persistent disobedience</td>
</tr>
<tr>
<td>Vandalism of faculty equipment</td>
<td>Non genuine participation in learning across the school (over 15 years)</td>
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</tr>
</tbody>
</table>
Communication and Recognition

Recognition and Appreciation Certificates
These certificates are to recognise the positive things students do in all areas of school. Teachers will issue certificates in the classroom, playground or at other times as appropriate.

Student Adviser and Welfare Team Certificates
Students who excel in a particular area of school life but may not be eligible for other awards can be recognised by the Student Adviser and/or Welfare Team awards. These awards can be given out at any time.

Letter of Appreciation
This is a letter to the student’s parents that is signed by the Principal, Deputy Or Head Teacher. It expresses appreciation for some special contribution or achievement that the student has made.
# Katoomba High School Code of Conduct

The code of conduct includes expectations that have been identified by all members of the school community as essential in providing an inclusive quality education in a safe and caring environment.

<table>
<thead>
<tr>
<th>We value:</th>
<th>Rights</th>
<th>Responsibilities:</th>
</tr>
</thead>
</table>
| Individuals | To be treated fairly and respected as an individual | • Respect all students and staff  
• Respect the property of others  
• Resolve conflicts without violence  
• Speak with courtesy and respect  
• Accept responsibility for your actions |
| Learning | To learn in a positive classroom environment | • Attend lessons punctually  
• Come prepared for lessons  
• Allow the teacher to teach  
• Help other students learn  
• Complete and present your school work to the best of your ability |
| Environment | To work in a clean and healthy environment | • Use school property with care  
• Place all litter in bins  
• Respect school property  
• Ensure the health and safety of others |
| Safety | To feel safe at school | • Always stay in bounds  
• Act safely at all times  
• Encourage and help others to act safely |
| Community | To belong to a school that has a positive image in the community | • Wear your school uniform  
• On excursions and to and from home, follow the school rules at all times  
• Show respect for your school |
Katoomba High School
School Rules

Such rules describe the standard of behaviour that is expected from students at our school.

• Let all students learn without disruption
• Speak to students and staff with politeness and respect
• Move to, from and within the school safely and with consideration for others
• Follow the instructions of all staff
• Be prepared for all lessons and activities with necessary equipment
• Attend classes punctually
• Take care of school property and equipment
• Treat others and their property with consideration and respect
• Stay in bounds at all times
Bronze, Silver and Gold Awards

These awards are for the recognition of students who achieve in many areas of the school.

Students must achieve in more than one area listed below in order to qualify for one of these awards.

<table>
<thead>
<tr>
<th>1. Academic Achievement</th>
<th>6. Leadership</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Sport</td>
<td>7. School service</td>
</tr>
<tr>
<td>4. Classroom Effort</td>
<td>9. Contribution to a positive</td>
</tr>
<tr>
<td>5. Representing the school</td>
<td>10. Attendance.</td>
</tr>
</tbody>
</table>

Recognition certificates are used to acknowledge these achievements.

Overview of the Awards

- **Student receives 6 Recognition Certificates in two areas.**
  - **Bronze Award**
    - Award issued at assembly
    - Name published in bulletin.
    - Certificate issued

- **Student receives 12 Recognition Certificates in five areas.**
  - **Silver Award**
    - Award issued at assembly
    - Name published in bulletin/Gazette.
    - Badge issued
    - Junior and Senior morning tea once per term with Gold awardees and parents.

- **Student receives 16 Recognition Certificates in six areas.**
  - **Gold Award**
    - Award issued at assembly
    - Name published in bulletin/Gazette.
    - Badge issued
    - Photos in foyer.
    - Junior and Senior morning tea once per term with Gold awards and parents.
    - The outstanding Gold student will receive an award at Presentation Night.
Looking for Help

The Independent learning Centre (ILC)

The ILC is located in room one. This room provides an opportunity for students to study and complete work independently. The room is not used to catch up on overdue work. The classroom teacher may offer you the opportunity to work in the ILC or you can request the teacher. Ms D. Taylor supervises the room. If you have any difficulties with your studies you can ask Ms D. Taylor for advice or assistance.

The Student Adviser

Your student adviser will assist you in many ways. He/she should be the first person you approach when having difficulties in the classroom or with other students. They can also provide you with information about your assessments, misadventure, tests, important events etc.

Counsellors

Counsellors are available each day at our school. To access the counsellors you will need to make an appointment, outside of class times. Their office is located next to room 22.

SRC and Prefects

Have you got a good idea or you would like to see something changed that would improve the school? Then approach an SRC or prefect member.