



**Safety Bay**  
Primary School  
Independent Public School



# Positive Behaviour Policy

2020



## RATIONALE

At Safety Bay Primary School our core values of Respect, Responsibility, Resilience, Reflection and Relationships are embedded across all contexts.

We believe that just as students need explicit feedback on core learning areas like Literacy and Numeracy, they require the same feedback to support behaviour. It is an expectation of all Safety Bay staff to maintain the standards of behaviour at our school by providing responsive feedback on student behaviour in relation to our 5R values. We are collectively responsible for the behaviour of all students, and adopt a shared approach to positively impact behaviour across the school community.

This document outlines the processes to support positive behaviours across our school community. All community members should be familiar with the information contained in this document and play an active role in modelling our 5R values. Any queries regarding supporting student behaviour should be directed to a student's classroom teacher in the first instance, or the Deputy Principal - Student Wellbeing.

### Related School Based Documents:

- Bullying Policy
- Positive Behaviour Matrix
- Good Standing Policy

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## **Positive Behaviour Support - Key Contacts**

School Office - 9591 6800

Deputy Principal - Student Wellbeing



# Rights and Responsibilities

Every member of our school community has rights, and also responsibilities, to ensure that Safety Bay Primary School is a positive and inclusive school community for all. We aim to provide students with the skills and knowledge to make responsible behaviour choices within the classroom and playground. We acknowledge the differing developmental levels of students and adapt our teaching and learning program accordingly.

## RIGHTS

STUDENTS HAVE THE RIGHT TO:

- Learn in a purposeful and supportive environment.
- An education.
- Work and play in a safe, secure and clean environment.
- Respect, courtesy and honesty.

## RESPONSIBILITIES

STUDENTS ARE RESPONSIBLE FOR:

- Ensuring that they are punctual and prepared for learning.
- Taking ownership of their learning.
- Ensuring their behaviour is not disruptive to the learning of others.
- Ensuring the school environment is kept clean and secure.
- Behaving in a way that protects the safety and wellbeing of others.
- Showing respect and courtesy to others.

STAFF HAVE THE RIGHT TO:

- Respect, courtesy and honesty.
- Work in a safe and positive environment.
- Work in a clean and secure environment.
- Cooperation and support from parents.
- Teach in a purposeful environment with cooperation and support from colleagues.

STAFF ARE RESPONSIBLE FOR:

- Modelling respectful, courteous and honest behaviour.
- Ensuring the school environment is kept tidy and secure.
- Establishing positive relationships with students, parents and colleagues.
- Organising, planning and teaching in a professional manner.
- Exercising discretion when dealing with confidential matters.
- Reporting progress to parents.

PARENTS HAVE THE RIGHT TO:

- Respect, courtesy and honesty.
- Be informed of policies, procedures and decisions affecting their child.
- Be informed of their child's academic progress.
- Be heard in an appropriate forum on matters relating to their child's education.
- Access appropriate education for their child.

PARENTS ARE RESPONSIBLE FOR:

- Modelling and showing respectful and courteous behaviour whilst on school grounds.
- Providing physical and emotional conditions that foster their child's learning.
- Provide consumable equipment and materials required for their child's learning.
- Support the school in providing an appropriate education for all children.
- Attend scheduled meetings in regards to their child's learning.

# Playground Responsibilities

## I demonstrate our 5R Values.



I follow all instructions from school staff.

I treat everyone with respect.

I walk under verandahs. No running.

I sit under a covered area if I don't have my hat.  
e.g. - verandah, undercover area. Not under trees



I respect other people's property.  
I don't touch other people's hats.



I play no-contact games. No rough play.

I play safely.

I sit outside my class to eat lunch and recess.  
No food in play areas.

# Whole School Positive Behaviour Supports

Behaviour at Safety Bay Primary is supported first and foremost by proactive, positive means. The following systems and interventions are in place to actively support independent positive behaviour choices:

## Whole School Common Language



At Safety Bay Primary School, a whole school common language is applied to student behaviour. The Whole School Behaviour Matrix (Appendix 1) was developed based on student feedback on their expectations of positive behaviours across the school.

During the 'First Six Weeks' program at the beginning of the year, particular focus is placed on reinforcing the common language and understanding of the five Core Values - Respect, Responsibility, Resilience, Reflection and Relationships.

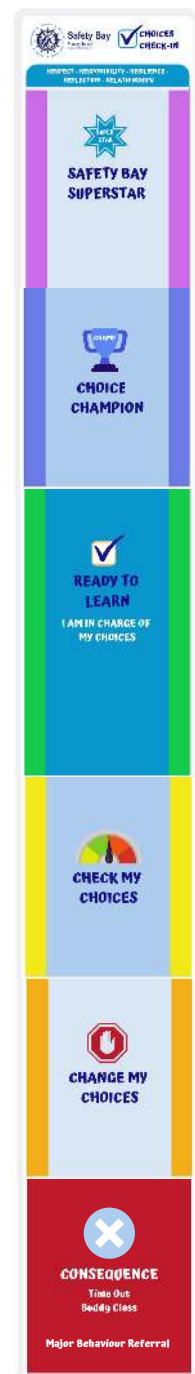
Student voice and agency is at the centre of learning at Safety Bay Primary School. In alignment with this emphasis, all classes in Safety Bay Primary School utilise the 'Choices Check In' visual (Figure 2.1) to support positive behaviours in the classroom. Students are provided explicit feedback to reflect on their behaviour choices with the support of the chart. All specialist teachers utilise the same visual and language to maintain whole school consistency regarding behaviour approaches.

A consistent language and approach to behaviour, enables every student to explain:

**What happens if I make positive behaviour choices**

**What happens if I don't make positive behaviour choices**

**In my classroom. In the playground. In specialist classes.**



2.1: Choices Check-In Visual

## SAFETY BAY PRIMARY R-POINTS



3.1: R-Star playground token

We use the PBIS Rewards positive behaviour system in our school to promote and recognise the positive behaviour of our students. PBIS Rewards is a digital online token economy to acknowledge the positive behaviour choices of our students, providing them with instant feedback and the ability to monitor their learning in relation to the 5Rs. At Safety Bay PS we call them R points, with every point being linked into one of our 5 R values. Staff are able to recognise any student, any time by using their mobile device or computer. Students can redeem their R points to purchase a variety of school-based rewards from the Class R Points Store.

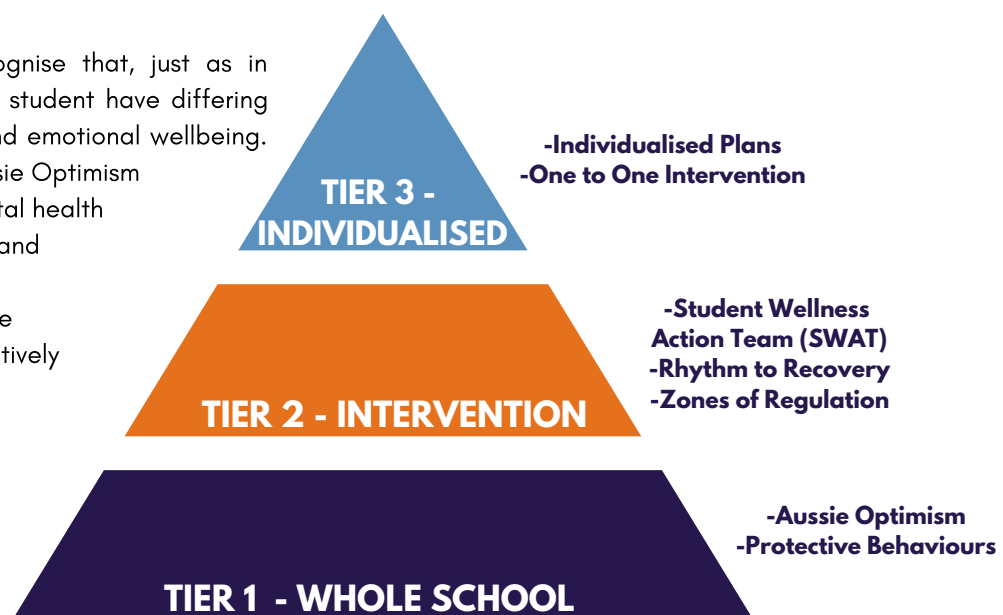
Within the playground, all staff issue R-STAR tokens (Figure 3.1) to students. Each fortnight, tokens are entered into a raffle. Raffle winners are invited to a special reward event, which also serves as an opportunity for students to voice their opinions on whole school priorities and target initiatives.

At the core of the R-Points system is the idea that '**Just giving the point is missing the point**'. Every awarded point is an opportunity for staff to provide explicit feedback on positive behaviour and promote the school's 5R values and associated common language.

## WELLBEING PROGRAMS

At Safety Bay Primary School, we recognise that, just as in relation to subject-based learning areas, student have differing educational needs in relation to social and emotional wellbeing.

Our whole school wellbeing program Aussie Optimism supports the development of positive mental health and social relationships. Our small group and individualised Wellbeing and social and emotional education programs are in place to further support students to interact positively with members of our school community. These programs are outlined in Figure 3.2:

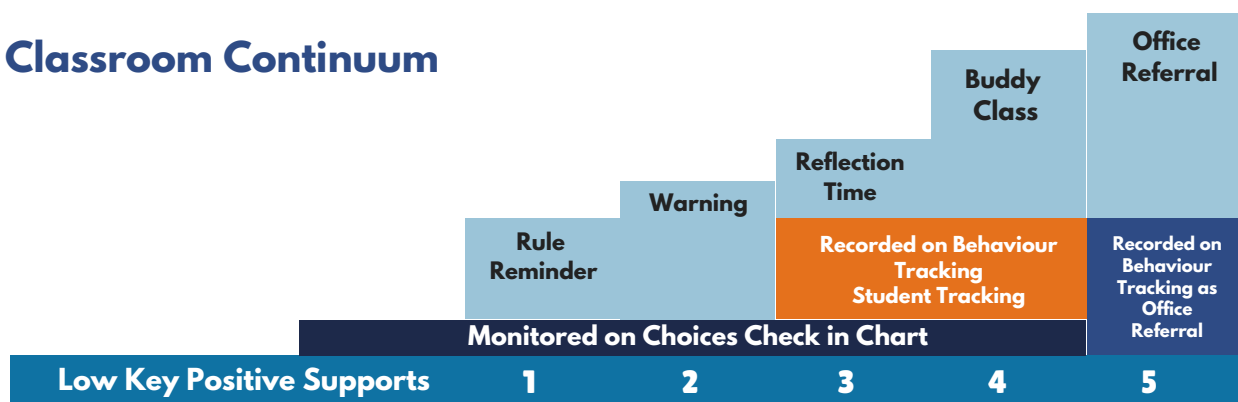


£.2: Wellbeing Programs

## RESPONSES TO MANAGING BEHAVIOUR

With the exception of major behaviour incidences (see below), all negative behaviour choices at Safety Bay Primary School are managed according to the Classroom and Playground Continuum of Consequences.

### Classroom Continuum

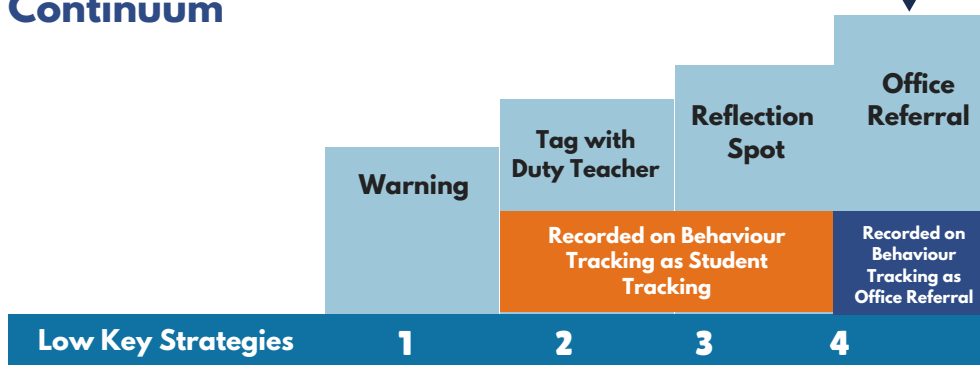


#### Major Behaviour Incidents

All incidents of major negative behaviours are referred immediately to the office. This occurs regardless of the stage of continuum during which the behaviour occurs. Major behaviours include:

- Physical fighting
- Leaving school grounds without permission
- Inappropriate use of online technologies
- Bullying/Harassment
- Vandalism
- Physical or verbal abuse of a staff member
- Possession of a weapon or illegal substance
- Stealing
- Racist remarks or gestures

### Playground Continuum



#### Positive Approaches

Safety Bay Primary School recognises the role that positive behaviour supports play in reducing the instance of negative behaviours. In all circumstances positive, proactive approaches are the preferred strategies for supporting student behaviour. Positive approaches are applied at both a classroom and whole school level:

- R Points
- Evidence Based Classroom Management Strategies
- Explicit feedback on learning
- Explicit teaching of core values and self-management skills
- Verbal recognition of positive behaviours



# Office Referrals

All major behaviour incidents and ongoing repeated negative behaviours are referred to the office via the PBIS app (Classroom) or Office Referral Form (Playground). Behaviours are addressed by the Administration team based on the occurring incident, previous behaviour records and in accordance with DoE policy and the School Education Regulations (2000). Referral to the office may result in the following actions:

## BEHAVIOUR CONTRACT

Students may be supported to address their behaviours using restorative processes. This may include the completion of a Values based behaviour contract.

## WITHDRAWAL

Students are withdrawn from class for a period of time as determined by the Principal(s). During this time the student is supported to reflect on their behaviour and determine actions to improve their behaviour choices within the classroom or playground. Classroom teachers are responsible for ensuring that students in Withdrawal are provided with work from their regular learning programme, at a level that can be completed independently. At the conclusion of the withdrawal time, the student is escorted back to the classroom.

## SUSPENSION

Major behaviour incidents may result in the suspension of a student for a period determined by the Principal(s). An Individual Behaviour Plan may be developed and implemented to support the student's behaviour, in consultation with the parent/guardian, classroom teacher and student.

School administration will communicate any incidence of suspension in writing to parents/caregivers and will record the behaviour on the Student Information System (Integris).



# Good Standing

Safety Bay Primary School's Good Standing Policy is underpinned by the WA State Government 'Let's Take a Stand Together' Action Plan and the school's Positive Behaviour Policy.

Good standing is a status all Safety Bay Primary School students are granted at the beginning of every school year. It is the responsibility of each student to maintain their Good Standing. Students with Good Standing are eligible to participate in rewards and other school activities. Students who lose their Good Standing will lose the privilege to participate in events including:

- School excursions/incursions and special school activities
- Camp
- Sporting events (in school and at other locations)
- Unrestricted access to playground at recess and lunch
- Discos
- Other special events

To maintain Good Standing students must:

- Consistently follow the Safety Bay PS Positive Behaviour Management Policy in their everyday behaviour and attitude to learning.

## Loss of Good Standing

Students who lose their Good Standing will have these benefits removed until they have restored relationships and modified their behaviour through a negotiated agreement (restorative plan).

### Reasons for loss of Good Standing include (but are not limited to)

- Suspension from School
- Repeated Office Withdrawals/Major Referrals in a fortnight
- Repeated minor referrals in a week
- Breaches of Internet User Agreement

### Close to loss of Good Standing Reasons (but not limited to)

When students are close to losing their good standing for repeated behaviour referrals, parents will be notified by the student's classroom teacher or a principal.



# Mobile Phones/Devices

In accordance with Department of Education policy, Safety Bay Primary School has the following conditions in place surrounding the use of mobile phones and devices. Parents/Guardians who require their child to bring a mobile phone to school, to be used out of school hours, must complete an **Application for Student Use of a Mobile Phone**, agreeing to the following:

- Students will only be permitted to bring a mobile phone onto the school premises for safety, security and emergency purposes, and with the permission of their parents.
- Students from Kindegarten to Year 6 are not permitted to have mobile phones in their possession during the school day.
- Mobile phones must be immediately handed in to the classroom teacher, on entering the classroom. Phones will be returned at the end of the school day.
- Mobile phones will be securely stored by teachers during the school day.
- Students who wear smart watches must ensure that these are in '**aeroplane mode**' to disable phone calls/messaging during the school day.



## INAPPROPRIATE CONDUCT

It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. Hence, students with mobile phones must not engage in personal attacks, harass another person, or post private information about another person using SMS messages, taking/sending photos, videos or objectionable images, and phone calls. Students using mobile phones to bully other students will face disciplinary actions as sanctioned by the Principal.

## SANCTIONS/DISCIPLINARY ACTIONS

Students infringing on the conditions noted above will have their mobile phone confiscated and secured. It will be taken to the front office, kept secure and the parent(s) of the student informed. Parent(s) of the student may collect the phone at their convenience. Any incidents of inappropriate behaviours through the use of mobile phones will result in disciplinary action as applied by the Principal. The Principal may then withdraw permission to the student to bring a mobile phone to Safety Bay Primary School for a set period or permanently.

## LOSS OR THEFT OF A PHONE

If a student fails to hand in the phone, by keeping it on their person or concealing it in their desk or bag, and it becomes lost, stolen or damaged, the school will not accept any responsibility for investigating the incident or recovering the phone.

# Violence, Bullying and Harrassment Prevention

Safety Bay Primary School is committed to providing a safe and supportive school community for our students to grow in harmony. We are all responsible for creating an environment which is safe and inclusive.

## BULLYING

Bullying is an ongoing misuse of power in relationships through verbal, physical and/or social behaviour that causes physical and/or psychological harm. It can involve an individual or a group misusing their power over one or more persons. Bullying can happen in person or online, and it can be obvious (overt) or hidden (covert).

Details of Safety Bay Primary School's whole school approach to preventing and managing bullying can be accessed via the policy available on the school website.

## VIOLENT OR SELF HARMING BEHAVIOURS

**Violence of any kind towards school community members is not tolerated.** Violent actions will be considered a major behaviour incident and an office referral made.

Safety Bay Primary School will follow the processes outlined in the School Response and Planning Guidelines for Students with Suicidal Behaviour and Non Suicidal Self-Injury (Appendix 2)

## WEAPONS

Under the Weapons Act 1999 "it is an offence to carry or possess a weapon; purchase, sell or supply a weapon; and/or manufacture a weapon".

Students are not to be in possession of weapons on school grounds or at any school activity. Any student who is aware of a weapon on school grounds or at school activity must bring this information to the attention of school staff.

Incidents involving weapons will be dealt with as a serious breach of school discipline and students will be suspended immediately under Regulation 44(2) of the school Education regulations 2000.

At Safety Bay Primary School we rigorously enforce this Act and any student found in possession of a weapon will be immediately suspended from school, their parents will be notified in accordance with suspension procedures, and the incident will be entered on the Department of Education's Incident Notification System.

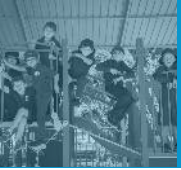


# Appendix 1: School Wide Positive Behaviours



## SCHOOL WIDE POSITIVE BEHAVIOURS

### RESPECT



### RESPONSIBILITY



### RESILIENCE



### RELATIONSHIPS



### REFLECTION



## CLASSROOM

I use Whole Body Listening  
I follow the Classroom Rules  
I use my manners and speak kindly

I look after my classroom equipment  
I keep my hands and feet to myself  
I am honest about my actions

I have a go at all activities  
I try my best and don't give up  
I make safe and healthy choices

I share and take turns  
I help others  
I am a positive group member

I am In Charge Of My Choices  
I listen to feedback  
I look for ways to improve my learning



## PLAY AREAS

I share space and take turns  
I follow teacher instructions  
I keep my hands and feet to myself

I use all equipment safely  
I care for my school environment  
I return all equipment that I use

I bounce back when things don't go my way  
I follow the rules of games  
I work with others to solve problems

I let people join in  
I speak positively to others  
I look after others

I learn from my mistakes  
I think about what I can do next time  
I admit if I have done something wrong

## COMMUNITY

I treat others how I would like to be treated  
I represent my school in a positive manner  
I keep my hands and feet to myself

I travel safely to and from school  
I make safe and healthy choices  
I look after the environment

I participate in all school activities  
I try my best and persevere  
I am In Charge of My Choices

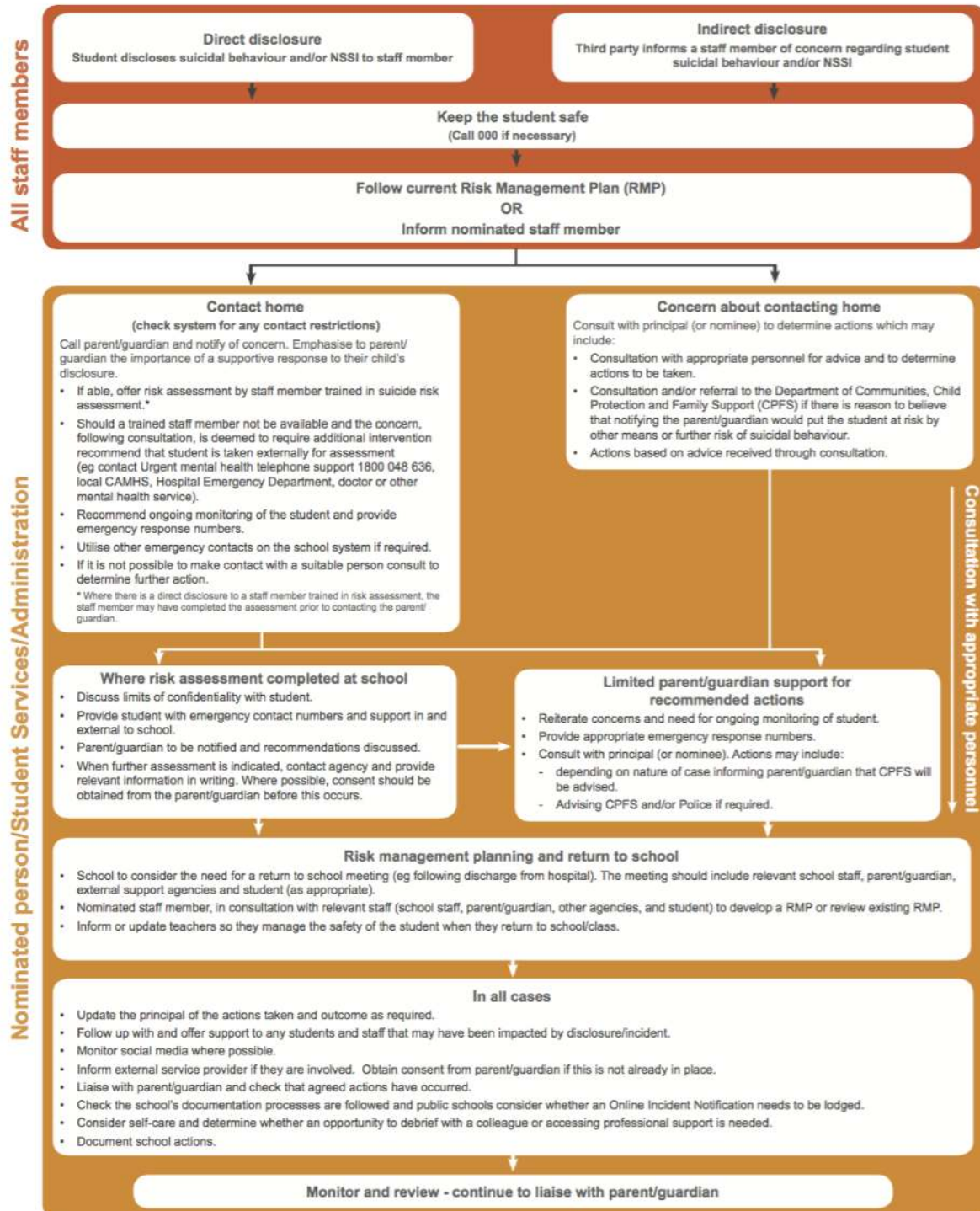
I greet others  
I welcome new students the school  
I make visitors welcome

I think before I act  
I contribute to the community  
I set a good example for others



# Appendix 2

## School response to student suicidal behaviour and non-suicidal self-injury flow chart





**Safety Bay**  
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RESPECT | RESPONSIBILITY | RESILIENCE | RELATIONSHIPS | REFLECTION