



Hope Christian College (HCC) seeks to develop students to grow in all areas of their life in a supportive learning environment. This includes developing values and attitudes, in keeping with a Christian worldview, that demonstrate care and respect for individuals, being part of a community and learning to contribute positively to society. The College seeks to keep an open dialogue with parents regarding behaviour management matters.

This document sets down basic College Behaviour Management procedures designed to educate students about the link between unacceptable behavioural choices and their consequences, and to assist students to adjust their attitudes and behaviours to produce more favourable outcomes.

Policy statement

The policy of HCC concerning student discipline and behaviour management is to follow specific procedural consequences for unacceptable behaviour that are:

- known to and understood by the students
- supported by the parents as per the terms of their enrolment agreement
- educative in nature
- appropriate to the student's age and year level
- dedicated to developing positive attitudes, values and conduct in the student
- escalated along a prescribed path if the issue becomes more serious.

Expectations for student behaviour

Generally, students of HCC are expected to be respectful, compliant with College rules, to care for their environment, be appropriate in their behaviour, and be helpful and courteous to others. Discipline may be required when students:

- do not show respect for people, property or rules and systems
- are late to or absent from lessons or activities without appropriate reason
- show consistent disorganisation
- continue a pattern of bad behaviour.

More serious offences may be subject to more serious actions up to and including having a student's enrolment terminated, and Police involvement. These include but are not limited to:

- bullying, discriminating against or harming another individual with malicious intent
- seriously harming College or another individual's reputation
- bringing prohibited or controlled substances or hazardous objects on-site
- multiple, or ongoing failures to comply with, or rebellion against, College requirements or directions (e.g. breaking the terms of a Behaviour Contract)
- any other breaches of common law (e.g. theft, assault).

Junior School procedures (Reception – Year 5)

In normal classroom behaviour management, the steps may escalate as follows:

1. Take down Merits for negative behaviour.



2. Give a student a Timeout (moving the student to a desk by themselves).
3. Send the student to Buddy Class or issue a Lunchtime Detention (LTD).
4. Send to Coordinator with some work to do for the rest of the lesson and issue a LTD.

Students from Years 2-5 may receive LTDs for not completing homework, not using diary properly or incorrect uniform, repeatedly. If the students fail to attend LTD without appropriate cause, they will be given an extra LTD (i.e. two detentions in a row). If they fail to attend these, they will be given an internal suspension. If the student still continues poor behaviour, this will result in an escalation of consequences, up to and including external suspension and the reevaluation of the student's enrolment.

It should be noted that, at the discretion of the teacher, a more serious offence may instantly incur a more escalated consequence.

Middle and Senior School procedures (Years 6 - 12)

The College strives to instill a classroom culture of behaviour that is clear to students and encourages respect for people, processes and property.

Discipline steps for classroom management are as follows:

1. **WARN:** reminded of expectation and warned of consequence for further breaches.
2. **MOVE:** to another place in the classroom, and warned about Buddy Class/ReFocus Room if poor behaviour choice continues.
3. **REMOVE:** to Buddy Class and automatically issued a Refocus Room Detention.

At the discretion of the teacher, a more serious offence may instantly incur a more escalated consequence. Middle and Senior School students who do not comply with College expectations for behaviour and conduct, are to report to the Refocus Room at lunchtime. Unless there is an appropriate reason, students who do not attend Refocus Room Detention will be required to will serve two concurrent lunchtime Refocus Room Detentions for the one missed. Further failure to attend will result in an After-School Detention until 4:30pm. Parents are kept informed throughout the process and involved when necessary. Continued poor choices in behaviour may result in an escalation of consequences, up to and including external suspension and the reevaluation of the student's enrolment.

Additional support processes

If a student is having difficulty coping, the College may implement other strategies to assist. These will be discussed with the student and parent as the need arises. Learning Support and the Access Centre offer students who have permission, a quiet place to go on with work or when the normal classroom environment becomes challenging. The student may also be offered time with the College chaplains, or the student counsellor during school hours.



Restorative Practices in College discipline

As the name suggests, the College uses guidelines given by the Centre for Restorative Justice – an approach that aims to restore relationship after an incident has occurred. It does not replace the HCC Behaviour Management Procedure, but is used in conjunction with it. It is a gentle but structured process that asks questions of those involved and works towards learning to manage conflict and maintaining good relationships with peers and others at College. It aims to help a student see the effect of poor behaviour choices from all points of view: how it makes others feel, as well as understanding their own feelings and responses. Restorative Practices give students a chance to reflect and learn how to respond or act in better ways to problems or conflicts for the future.

Parental support and information

Parents have the primary responsibility to teach their children appropriate values, attitudes and behaviour. As part of the enrolment process, parents agree to support the College or to follow the appropriate Parent Complaint processes if they believe discipline is unwarranted for their child. A staff member should reasonably expect parental support when following the standard disciplinary process for a student.

As previously stated, staff will inform parents when their child has been involved in the disciplinary process, even when it does not require the parents to be formally involved. This will be done through the normal College channels, such as through email, text or by a phone call.

Further information can be obtained by contacting the College on 8287 1111 during school hours, or by emailing: admin@hopecc.sa.edu.au