



Student Management Policy

Scope

This policy applies to all teachers at Oxley Christian College. This policy applies on school premises and during school hours, on visits and trips, at school events or other occasions related to the school, and on any occasions when the pupils are the responsibility of the staff.

The policy applies when students are off site because work experience arrangements are in place or when they are involved in off campus learning. When pupils are travelling to and from school in uniform they are considered to be representing the school and therefore the school rules apply.

The school reserves the right to take interest in and sanction any misconduct by any student at any time, beyond the bounds of the school day, week, and term, where such misconduct prejudices the good order and welfare of the school and its students.

Rationale

Appropriate student management is critically linked to the School Mission, Values and Aims. A high standard of student behaviour is a necessary precursor to support “excellence of teaching and learning” and the maintenance of a “secure yet stimulating environment”.

Student Management Policy

The Student Management Policy will lead the school to create a positive school climate, which will enable the school to achieve its Mission. It will make clear the boundaries of what is acceptable, the hierarchy of sanctions, arrangements for their consistent and fair application, and a system of rewards for good behaviour. It will promote respect for others, intolerance of bullying and harassment, the importance of self-discipline and the difference between acceptable and unacceptable behaviour at school or at a school related function.

Key ingredients include the establishment and maintenance of:

- warm, positive and professional relationships between teacher and students;
- clear and consistent boundaries, appropriately enforced;
- procedural fairness in the managing of student behaviour;
- clear and ongoing communication of College expectations to students and staff;
- prompt and ongoing communication with the community about student management issues; and
- appropriate expectations, academically and behaviourally, for each child.

As a Christian school, all interactions should model Christian values.

Corporal correction or corporal punishment is specifically prohibited from playing any part in the school policies or practices.

Affirmation of Students

The use of affirmation is an integral part of any teaching. Students can be affirmed by words of praise or encouragement looks of approval, by encouraging comments written on their work and in formal interviews with staff members.

There are also a variety of formal ways to affirm students, which are used throughout the school. These include:

- the offer of formal leadership roles and responsibilities;
- the presentation of special awards or certificates, at a range of events (from the annual Presentation Evening to class-based activities); and
- publication of information about student achievements in College publications such as the *Daily Bulletin*, *The Vine* and the *Oxley Christian College Year Book*.

Procedural Fairness

The Student Management Policy will ensure that the school's discipline is administered fairly, so that all matters are handled in a manner that is deemed just. In any disciplinary decision, students and parents may question the reasons for a decision and to expect a reasonable explanation. Records about all significant disciplinary actions are kept centrally.

Communication with School Community

The Student Management Policy can be accessed via the school website and by staff via the school intranet under *Policies, Procedures and Guidelines*.

Disciplinary expectations and procedures are conveyed to the students and staff:

- At school assemblies
- At general and coordinators' staff meetings (refer to the Standing Agenda for Coordinators Meetings)
- Via Home-Group teachers and Year Level Coordinators and Heads of Schools at Home-Group meetings and Year Level assemblies.

Parents are kept informed of expectations and procedures via:

- *The Vine*, a fortnightly newsletter for parents, available as hard copy, or for viewing online on the Oxley website;
- Parent Information Evenings.

Facilitator: Principal

Related Documents:

At Oxley, effective student management will occur through the implementation of the:

- Teaching Staff Behaviour Management Guidelines
- Student Behaviour Guidelines
- Home Group Teacher and Coordinator Guidelines
- Disciplinary Procedures
- Chaplaincy Guidelines