



STUDENT DISCIPLINE POLICY

1. SOURCE OF OBLIGATION

The Victorian Registration Standards (s 4.3.1(6)) require that our policies relating to the discipline of students are based on principles of procedural fairness and must not permit corporal punishment.

2. DISCIPLINE POLICY

Every student has the right to a learning environment free from bullying and intimidation and to feel safe and happy at school. They also have the right to be treated fairly and with dignity.

Discipline is necessary to ensure the safety and welfare of all our students, teachers and staff and to provide a conducive learning environment.

This Student Discipline Policy sets the framework through which Minaret College manages student behaviour and discipline.

3. PROHIBITION OF CORPORAL PUNISHMENT

It is our policy that corporal punishment is prohibited.

The use of any corporal punishment by a staff member is strictly prohibited. Any staff member who breaches this rule will be subject to disciplinary proceedings which may include dismissal.

4. BEHAVIOUR MANAGEMENT

Minaret College seeks to develop a culture of positive discipline by setting clear expectations of students and encouraging positive behaviour.

Strategies for developing this culture include:

- clearly setting expectations with respect to student behaviour
- establishing specific teaching and learning programs
- communicating expectations with the wider school community
- acknowledging positive behaviours in a range of ways from informal verbal acknowledgement through to structured merit awards
- maintaining records with respect to student behaviour.



5. PROCEDURAL FAIRNESS

Students have a right to procedural fairness in dealings that involve their interests. This includes disciplinary decisions.

The principles of procedural fairness include the right to:

- know what the rules are, and what behaviour is expected of students
- have decisions determined by a reasonable and unbiased person
- know the allegations that have been made, and to respond to them
- be heard before a decision is made
- to have a decision reviewed (but not so as to delay an immediate punishment).

Minaret College is committed to ensuring procedural fairness when disciplining our students.

6. THE RULES AND EXPECTED STANDARD OF BEHAVIOUR

Students are expected to abide by the rules of the College, and the directions of teachers and staff.

Examples of written rules that students are expected to follow are dealt with in:

- Bullying Prevention & Intervention Policy
- Cyber Safety Policy
- Information & Communication Technology Policy
- Drug and Alcohol Management Policy
- Attendance Policy
- Promotion Policy

7. CONSEQUENCES

There are a range of consequences that students will face if they breach school rules, or are disobedient. These include:

- warnings or reprimands (verbal and written)
- cancellation of privileges
- withdrawal from school activities
- lunch time detentions
- after school detentions
- internal suspensions
- suspension
- expulsion.

In ordinary circumstances, removing a student from the classroom and continuing to teach the class results in inadequate supervision, and is not an appropriate consequence or classroom management strategy.

A decision to suspend a student may be made by the Head of School (HOS) after a recommendation by the Student Wellbeing Specialist.

A decision to expel a student may only be made by the Executive Principal upon a recommendation by the Head of Campus (HOC).



8. PROCEDURES FOR SUSPENSION AND EXPULSION

Minaret College has developed specific procedures that must be followed when considering the suspension or expulsion of a student. Refer to our Suspension and Expulsion Policy.

9. INDIVIDUAL BEHAVIOUR MANAGEMENT PLAN

Individual behaviour management plans may be made in certain circumstances.

Behaviour Management Plans will be negotiated between school staff, students and parents/guardians, and will consider the student's:

- age
- developmental needs
- behavioural context.

Desired behaviour/goals of the student will be clearly described. The plan will outline changes required to the learning environment to support the student to modify their behaviour.

The College will refer the student to other support available and review, assess, change and modify the plan as needed.

10. IMPLEMENTATION

This policy is implemented by:

- staff training and professional development opportunities in behaviour management
- communicating this policy to the College community
- monitoring the effectiveness of the policy
- reviewing and evaluating the policy annually.

These policies and procedures are communicated to staff, students, guardians, parents and the College community through:

- the College website
- the Staff information sessions
- the Student Handbook and/or Diary
- school announcements or letters.

Minaret College has set up a series of compliance tasks to ensure that key obligations under the Victorian Registration Standards are managed effectively.

11. RELATED POLICIES

- Suspension and Expulsion Policy
- Bullying Prevention & Intervention
- Drug and Alcohol Management Policy

Updated on 10 December 2019