

Policy Name: Student Discipline Policy		Policy Number: 414
Created by: Principal	Version: 1.0	Approved: October 2018, reviewed September, 2021

Policy Statement

The goal of discipline is that eventually, the child becomes capable of self-discipline. Discipline is seen as an opportunity for growth, to develop healthy relationships, learn social skills, and for gaining a healthy picture of the world in relation to giving and receiving.

Each one of us at school must respond to the three-fold nature of our companions. The thinking, feeling, and doing of individuals must be respected throughout the school and playground area.

Definitions

Discipline committee - A committee consisting of the Principal and at least one other member involved in a student's behaviour and/or issue. This committee ensures the discipline policy is fair and consistent with the policies of the board.

Principles and Procedures:

The Discipline Committee serves throughout the year to ensure continuity with students and issues. When a question arises around a student's behaviour, and deeper working is necessary, the committee becomes involved. Other teachers, parents and students may be asked to meet with the committee over specific issues. The intent of the committee is to support the student towards healthier behaviour while protecting the health of the School. The discipline committee exists to ensure the discipline policy is upheld and supported.

Grades 1 to 6

When a child's behaviour is unacceptable in the classroom or on the playground, constituting a breach of school rules, the steps outlined below will be initiated in sequence by the class teacher, subject teacher, or supervising teacher, as they deem necessary.

Class teachers will be informed as soon as possible of action contemplated/taken by subject or supervising teachers. Consultation between teachers and - when necessary - with parents is essential. In cases of serious import, an Incident Report must be completed promptly. All steps must be taken and Incident Reports must be recorded.

First Level

- The child is removed from the situation and is sent either to the class teacher or to another supervising adult. If necessary, an incident report is completed and parents are informed as soon as possible.
- The child may be required to remain with the teacher during recess or lunch to complete work, tidy up, etc. as appropriate.
- The child may be kept after school for a maximum of thirty minutes to complete work, tidy up, etc. as appropriate. Parents will be contacted by telephone about their child's detention.

Second Level – Principal Must Be Informed Immediately

- When a child's behaviour is causing disruptions to the class on a continual basis such that the behaviour has become a deterrent to the class and/or the child, or when a serious breach of rules occurs, then the class teacher must inform the parents in writing of the behaviour/incident. A meeting between the teacher(s) and parent(s) will be required at this time.
- If the child continues, the child and the parents will be asked to meet with the Discipline Committee to discuss the difficulty. At that time, the behaviour/incident will be reviewed with all parties present. The teacher(s) and also the child will be given a fair hearing of their understanding of the incident(s). Appropriate actions and solutions shall be discussed and considered.
- Behaviour management goals shall be set and a specific time frame enforced, in the case of ongoing difficulties. The goals will be recorded in the child's file and forwarded in writing to the student and his/her parents. Further meetings between the student, the parents and the Discipline Committee may be required.

Third Level

- If the teacher feels that the student's behaviour is not improving and that the student is not meeting the behaviour goals set by the Committee. When a third Incident Report is filed or an extreme occurs, a meeting is called between the Discipline Committee, the parents and the child. The child may be suspended from attending school for a specified period (one day to one week.) The child and parents will be informed in writing of the decision and the grounds for the decision.
- During the period of the suspension, the Discipline Committee and the parent shall seek further solutions. Medical and/or psychological assessment may be recommended or required. A plan of action and a time frame of implementation and review shall be decided upon.
- A re-entry meeting, including the student, parents, class teacher, and Principal, is held before the student returns to the class. At the meeting, the student agrees to the requirements of rejoining the class.

Fourth Level

- If the above steps are unsuccessful, then with Faculty consensus, the parents will be asked to withdraw the child from the school.

APPEALS PROCEDURE

A student or parent who wishes to appeal a decision of suspension or withdrawal reached may do so. Refer to the Appeals Policy.

DISCIPLINE POLICY – KINDERGARTEN

We work with the reassuring rhythm of daily activity, with the modelling of respect and cooperation, with an appreciation for the individual nature of each child, with acknowledgment of the stages of human development.

When play becomes too rough or wild, we redirect the child to another activity or space, perhaps inviting her/him to help with washing dishes or sweeping the floor. Sometimes, a brief “time-out”, watching quietly while others play, may be necessary.

Our approach is of loving firmness which nurtures all of the children. If repeated difficulties do arise, we will consult with parents privately to support healthier behaviour. Please note that the Discipline Council is not in place for children until they enter Grade 1.