



# **STUDENT CODE OF CONDUCT 2020**

A booklet for ALL staff, students and parents.

This document provides a Code of Behaviour for ALL school activities held at Laurimar Primary or at camps and excursions.



Dear Students,

At Laurimar Primary School our school community, comprising students, teachers and parents have worked extremely hard at building a positive culture and strong reputation when it comes to the behaviour of our students. We are all very proud of this and have a goal to be even stronger in this area. As our brand and logo suggests, we have a tremendous foundation built on Learning, Partnerships and Success and we pride ourselves on this culture.

As individuals we have rights. At Laurimar Primary School you have the right to learn and grow in a safe, caring and stimulating environment.

As individuals we are all different but we all have the same rights. We all have the responsibility to ensure that we do not interfere with the rights of others.

Care and respect for others, property and the environment should be part of your daily life at home and at school. At Laurimar Primary School you have the opportunity to exercise your rights and are expected to carry out your responsibilities in an environment that is fair and understanding.

Our Student Code of Conduct outlines your rights, responsibilities, rules and consequences. These are required to provide you with a learning environment that will enable you to develop to your full academic potential as well as giving you the opportunity to grow as a caring, cooperative and responsible person.

At Laurimar Primary School, we are committed to the following strategies:

- Developing positive relationships between students, teachers and parents
- Giving positive reinforcement
- Improving self confidence
- Encouraging friendships and authentic relationships
- Developing pride in the school
- Demonstrating integrity at all times
- Developing respect and acknowledging differences
- Encouraging sharing, tolerance and compassion
- Developing a consistent approach when dealing with children
- Identifying and fostering leadership capacity in all students

Please take time to read and understand this extremely important Code of Conduct with your parents to help ensure that your time here at Laurimar Primary School is a safe, happy and rewarding experience for you personally.

**Jason McBean**  
**Principal**



## CODE OF CONDUCT OVERVIEW

The underlying purpose of this Code of Conduct is to provide:

- students, teachers and education support staff with a secure working and learning environment where the principles of care, courtesy and respect of others are highly valued
- parents with the right to expect that their children will be educated in a purposeful environment in which the principles of care, courtesy and respect for others are valued

The Student Code of Conduct aims to foster a healthy school culture in which high levels of achievement take place within a positive social environment. It will foster high standards of behaviour based on cooperation, mutual responsibility and respect, self-discipline and will promote positive, anti-discriminatory relationships among students.

The Code of Conduct sets out student discipline standards and procedures. It provides the school with systematic strategies for fostering and maintaining student discipline. It includes logical, evidence-based responses to be applied consistently across the whole school. It recognises that the Education and Training Reform Act (2006) prohibits the use of corporal punishment in any Victorian Government School and puts positive strategies and procedures in place for student discipline.

## EVERYONE HAS RIGHTS

At Laurimar Primary School everyone has the right to learn, work or access our school in an environment of:

- respect
- cooperation
- courtesy
- safe and friendly school grounds and buildings

Parents have the right to:

- be kept well informed
- access school personnel at appropriate times

Teachers have the right to:

- assistance and support from parents, colleagues and leadership

## EVERYONE HAS RESPONSIBILITIES

We all have the **responsibility** to respect the rights of others. If the rights of others are respected we will be:

- safe and happy
- a friendly, caring and productive school
- learning in a dynamic environment



## OUR SCHOOL RULES

- **Respect Our School**
- **Do Your Best**
- **Help Others Succeed**

*Our school rules help everyone at LPS learn, be safe and happy.*

### SOME EXAMPLES OF HOW OUR SCHOOL RULES OPERATE:

#### **RESPECT OUR SCHOOL**

##### **Demonstrate courtesy and respect.**

Students must follow directions from staff members the first time, without argument. Students listen to others and use good manners and polite speech.

##### **Stay safe and secure in our buildings and grounds.**

All movement in and around the school buildings (including pathways) must be at walking pace. Correct doors must be used to enter and leave the school buildings. Students must play in the appropriately designated play areas. Play equipment should be used sensibly. Students are never allowed to be inside unsupervised. Parents/guardians and other visitors are expected to follow sign in and out procedures as a legal requirement.

##### **Respect the property of others and the school environment.**

Students must not interfere with the property of others without permission. All rubbish must be placed in the bins provided.

#### **DO YOUR BEST**

##### **Be curious, be interested in the world and your learning.**

Give your best effort every session of every day. We are all at Laurimar Primary School to learn and to become the best people we can be. Every minute counts!

##### **Learn and play responsibly.**

Students must not interfere with the work or play of others. Teasing, bullying, physical violence, rough play, swearing, harassment, rude gestures etc. will not be tolerated.

##### **School uniform**

The school uniform is compulsory and must be worn at all times as per our school policy.

#### **HELP OTHERS SUCCEED**

##### **Acknowledge and Celebrate Difference and Diversity.**

We help others succeed through acceptance, patience and tolerance of others. Everyone at Laurimar Primary School is different, yet we all belong in our learning community. Everyone is accepted and valued at our school.



## 'HANDS OFF' POLICY

Any act of violence, rough play or tackling will not be tolerated.

## EXCURSION RULES

When students are attending out of school activities e.g. camps, excursions, swimming, sport, etc the school rules remain the same and the highest standards of behaviour are expected. Our school demands exemplary behaviour when representing our name.

## TRAVEL TO AND FROM SCHOOL

All children are strongly encouraged to walk or ride bikes/scooters to and from school.

- A. Please stay to all designated paths and tracks
- B. When riding to school - you **MUST** wear a helmet
- C. **ALWAYS** walk your bike/scooter inside the school grounds.
- D. Please ride/walk on ALL Whole School Walk/ Ride to School days.  
These take place 8 times per year (twice each term)

## BULLYING

***Laurimar Primary School is a BULLY FREE ZONE!***  
**Bullying will not be tolerated under any circumstances.**

### DEFINITION

The following definition of bullying has been adopted:

Bullying usually has three common features:

- It is **deliberate, hurtful** behaviour
- It is **repeated** often over a period of time
- It is difficult for those being bullied to defend themselves

There are three main types of bullying:

- **Physical:** hitting, kicking, taking belongings
- **Verbal:** name-calling, insulting, racist remarks
- **Indirect:** spreading nasty stories, excluding from groups, cyber (SMS, email, internet)

***There is Zero Tolerance of bullying at Laurimar Primary School.***



# CLASSROOM RULES

Each class develops a set of agreed classroom rules consistent with this Code of Conduct and with their class mission statements.

In order to support everyone's rights we have **expectations and consequences**.

## CLASSROOM BEHAVIOUR CONSEQUENCES

A **positive consequence** is something good that happens **if you choose to follow agreed expectations**. A **negative consequence** is something bad that happens **if you choose to break agreed expectations**.

Everyone needs to make the correct choice and follow the school expectations. You as an individual are responsible for your own actions: take ownership!

**Positive consequences** are central to our approach. They are used to reinforce desired behaviours and acknowledge students who are setting a good example for their peers. If students do not follow the expectations set out in this document, in their classroom rules or in their class mission statement, negative consequences will apply:

- A. Name on board (accompanied by a verbal warning)
- B. Offered the opportunity to move within the room
- C. Offered the opportunity to complete a task in another classroom

If any student removed from their classroom (more than two/three times in one week) parent contact will be made by the classroom teacher to discuss behaviour.

Repeated unacceptable behaviour (on the same day) will lead to further consequences. These include:

- Behaviour reflection process (during lunchtime)
- A phone call to a parent/guardian by the classroom teacher

The Classroom Behaviour Consequences chart:

<u>Name</u>	<u>Step 1</u> Name on Board (Verbal Warning)	<u>Step 2</u> Opportunity to move within the room	<u>Step 3</u> Opportunity to work in another classroom	Complete a behaviour reflection sheet at lunchtime.

Teachers will always flexibly determine **any negative consequences** that may be applied. These also include:

- A do-over (being asked to complete a task again)
- Time owed (making up lost learning time during a recess or lunch)



## SEVERE BEHAVIOUR

Behaviour that threatens the learning, safety or well-being of others is completely unacceptable. Consequences will be immediately imposed for any playground or classroom behaviour where a student behaves in the following manner:

- Continually refusing to follow an instruction from a teacher, aide or parent helper.
- Committing an extreme act of violence.
- Wilfully damaging or stealing property.
- Humiliating or intimidating any other person.

In these instances, the principal or an assistant principal will be notified immediately and consequences, including formal suspension and expulsion procedures may be imposed.

At Laurimar Primary School students with challenging behaviours may be placed on a Behaviour Support Plan. The classroom teacher may develop a Behaviour Support Plan with the support of a member of Principal Class, Wellbeing Co-ordinator or Leading Teacher during a Student Support Group (SSG) meeting with the student and parents.

This student Code of Conduct follows the guidelines as outlined in the Guidelines for Developing the Student Code of Conduct, Department of Education and Training. Suspension and Expulsion procedures will apply as set out in our policy statement and follow procedures as outlined in Student Code of Conduct, Department of Education and Training.

## SOLVING PROBLEMS IN THE YARD AND THE CLASSROOM

Every student is responsible for taking action to help protect themselves and for communicating clearly with others when they are feeling unsafe or uncomfortable. Students are able to solve many problems effectively by acting and communicating in a positive, assertive and purposeful manner. By using The Three Steps students are able to develop independence, resilience and problem-solving skills and are best able to comply with our school's **Hands-Off Policy**.

### The Three Steps – Problem Solving Strategy

This process teaches those feeling unsafe to:

- develop their independence to solve problems by themselves
- avoid conflict by using strategies that minimise the risk of escalation
- be assertive and stand up for themselves

### The Three Steps

1. Ignore this person, move away or tell the person *“Stop! I don’t like it!”*
2. If the person continues their behaviour, tell them to stop and warn them that you are going to tell the teacher or another adult if the behaviour continues.
3. If you still feel unsafe or uncomfortable after either step one **or** step two, immediately find a teacher or another adult and ask for help.

## SOCIAL AND EMOTIONAL LEARNING

The Social & Emotional Learning (SEL) program is a key resource at Laurimar Primary School. It provides all children with the foundations of achievement and social-emotional well being in school, work and the world of tomorrow. Our SEL program teaches life skills to students and creates a culture of student empowerment based on the idea that every child can be a leader.



# 2020 STUDENT CODE OF CONDUCT

## ACCEPTANCE

We have read the Student Code of Conduct for 2020 and agree to follow the rules that have been established at Laurimar Primary School.

We also acknowledge that

**Laurimar Primary School is a BULLY FREE ZONE  
Both at school and at home online.**

Please sign and return this acceptance to school.

**Student's Name:** \_\_\_\_\_

**Grade:** \_\_\_\_\_

**Student's Signature:** \_\_\_\_\_

**Parent's signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*For a full copy of this Code of Conduct please refer to your classroom Google Community or the LPS Website.*