**GOOD STANDING POLICY FOR STUDENTS IN YEARS 5 & 6**

Creaney Primary School’s GOOD STANDING POLICY provides a framework and guidelines to assist staff to help students to meet the school’s commitment as outlined in the Business Plan 2022-2024:

**Our commitment**

Creaney Primary School’s motto is “Caring”. The actions of our staff, students and school community are guided by the following:

|  |  |  |
| --- | --- | --- |
| **We care about our**  ***Community*** | **We care about our**  ***Environment*** | **We care about our**  ***Learning*** |
| At Creaney Primary School we:   * Respect others * Accept others * Demonstrate responsible behaviour * Value cultural diversity | At Creaney Primary School we are respectful of our environment and understand the need for conservation and sustainability. | At Creaney Primary School we aim to develop learners who are:   * Resilient * Persistent * Self-directed * Inquisitive * Reflective |

To maintain GOOD STANDING, students should:

* Be punctual: arrive at school on time and be present at classrooms after the siren at recess and lunch times;
* Attitude and effort: perform and participate to the best of their ability in all aspects of school;
* Behaviour: in accordance with the aims of the Behaviour Management and Social Learning Policy, students will respect their own and others’ right to learn and the teacher’s right to teach;
* Dress Code: dress in accordance with the Dress Code as authorised by the School Board, inclusive of hair and makeup;
* Adhere to all school policies including use of mobile phones and technology usage agreements.

Students who maintain GOOD STANDING will have permission to attend all school activities, including but not limited to school camp, interschool sporting opportunities, excursions and incursions, graduation activities, reward activities, and activities as organised by other school groups including such things as, school discos.

Students who do not maintain GOOD STANDING will have their right to attend the above removed.

**Stages of loss of GOOD STANDING**

**STAGE 1 – EARLY NOTIFICATION OF POSSIBLE LOSS OF GOOD STANDING**

Student receives a Letter of Concern for the following:

* Punctual: an absence or late arrival to any class is without explanation (unless unwell or as notified by parent)
* Attitude and effort: the student does not comply with the expectations of the Social Learning Policy
* Behaviour: the student does not comply with the expectations of the Social Learning policy in conjunction with Class Dojo system
* Dress Code: the student does not abide the Dress Code on three (3) occasions
* Not adhering to school policies and guidelines

Letter of Concern to be signed by parent and returned to school as acknowledgement of receipt.

**STAGE 2 – NOTIFICATION OF ‘CONDITIONAL’ GOOD STANDING  
(Conditional Loss of Good Standing letter sent to parent by Deputy Principal)**

Student receives a ‘Conditional’ Loss of Good Standing letter for the following:

* Punctual: Continued unexplained absences/lateness
* Attitude and effort: continued lack of compliance with Social Learning Policy
* Behaviour: continued lack of compliance with Social Learning Policy
* Dress Code: continued breach of Dress Code

Conditional Loss of Good Standing letter to be signed by parent and returned to school as acknowledgement of receipt.

Meeting to take place between Deputy Principal, Classroom Teacher, parent and student to negotiate a behavioural contract and discuss future consequences.

**STAGE 3 – NOTIFICATION OF LOSS OF GOOD STANDING  
(Loss of Good Standing letter sent to parent by Principal)**

Principal advises a loss of GOOD STANDING due to:

* Punctual: Continued unexplained absences/lateness
* Attitude and effort: continued lack of compliance with Social Learning Policy
* Behaviour: continued lack of compliance with Social Learning Policy
* Dress Code: continued breach of Dress Code
* Acts of violence: immediate loss of Good Standing

Loss of Good Standing letter to be signed by parent and returned to school as acknowledgement of receipt.

Meeting to take place between Principal, Deputy Principal, Classroom Teacher, parent and student to re-negotiate behavioural contract (if necessary) and discuss loss of school privileges.

**REINSTATING GOOD STANDING**

GOOD STANDING may be reinstated a minimum of 5 weeks after loss if:

* The student is consistently on time to all classes
* The student demonstrates compliance with the school’s Social Learning Policy.
* The student complies with the school’s Dress Code

A meeting will take place between the Deputy Principal, Classroom Teacher, parent and student prior to Good Standing being reinstated.

**RESPONSIBILITIES**

**Students have the responsibility to:**

* Maintain GOOD STANDING
* Comply with all school policies and procedures
* Maximise attendance and be punctual to all classes
* Behave in accordance with the school’s Social Learning Policy
* Perform and participate to the best of their ability in school-based pursuits

**Parents have responsibility to:**

* Encourage and assist children to maintain their GOOD STANDING
* Ensure children adhere to the Dress Code
* Attend interviews as required
* Encourage and support their children to perform and participate to the best of their ability in school-based pursuits

**Classroom Teachers have the responsibility to:**

* Maintain attendance and behaviour records
* Document attitude and effort, punctuality, dress code and behavioural issues for students in their class as required
* Monitor and communicate all stages of the GOOD STANDING policy/procedures
* Maintain an overall perspective of student attendance, performance, behaviour and dress standard in order to support student in meeting their GOOD STANDING responsibilities. This includes implementing early intervention strategies to assist students with developing appropriate behaviour modification programs

**Administration have responsibility to:**

* Monitor and maintain student compliance with GOOD STANDING
* Support staff in implementation of GOOD STANDING Policy processes and procedures
* Monitor GOOD STANDING letters: Conditional and Loss
* Facilitate communication of Stage 2 and 3 letters and contracts in consultation with classroom teachers
* Maintain student records and files appropriate to ensure timely monitoring of GOOD STANDING processes
* Monitor student contracts for reinstatement of privileges
* Monitor attendance and lates, communicating with class teachers for early intervention

**Violence in Schools**

A directive was handed down to schools in 2019 requiring action to be taken with students who fight, or video or publish videos of fights.

Students who fight or make intentional physical contact with other students disrupt the good order that we expect in our public schools and cause harm and injury to other students who have a right to a safe learning environment. Students fighting, making intentional physical contact with other students and videoing fights are actions that are unacceptable and a breach of school discipline.

Principals have the power to suspend a student under Section 90 of the *School Education Act 1999.*

Creaney Primary School aims to work together with students and families to ensure it is a safe place for all and does not tolerate acts of violence.

*Please note: where the word ‘parent’ has been used, it refers to the primary guardian of the student.*

*Policy endorsed by the School Board February 2020*

**LOSS OF GOOD STANDING – CONDITIONAL ‘STAGE 2’ NOTIFICATION**

**STUDENT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ROOM: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Dear parent/guardian,

This is to inform you that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has previously received a Letter of Concern for the following behaviour/s:

Punctuality/Attendance \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attitude and effort \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Behaviour \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dress Code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School Policy \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has been spoken to about the above issues and the consequences of their actions prior to this notification and when they received their Letter of Concern dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

As outlined in the schools Social Learning GOOD STANDING Policy, I would like to meet with you and your child as soon as possible to discuss strategies to maximise the likelihood of GOOD STANDING being reinstated.

We place a great deal of value on our students maintaining their GOOD STANDING and hope that this notification will ensure that we can work together to develop an effective plan moving forward.

Please feel free to discuss this with me should you have any further concerns.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Deputy Principal Date

**ACKNOWLEDGEMENT OF RECEIPT OF CONDITIONAL ‘STAGE 2’ LOSS OF GOOD STANDING**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, parent/guardian of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ acknowledge the receipt of the Conditional ‘Stage 2’ Loss of Good Standing letter and have spoken to my child about his/her behaviour. I will be available to attend a school meeting to work together to develop an effective plan moving forward.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Parent/guardian signature Date

**LOSS OF GOOD STANDING**

**STUDENT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ROOM: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Dear parent/guardian

This is to inform you that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has lost their GOOD STANDING.

Punctuality/Attendance

Attitude and effort

Behaviour

Dress Code

Violence

School Policy

Comment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_has been spoken to about the above issues and the consequences of their actions prior to this notification and when they received their Loss of Good Standing – Conditional ‘Stage 2’ letter dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. School staff have worked closely with your child as well as family members through Stage 2 of our Good Standing Policy.

The loss of GOOD STANDING will last for a period of 5 school weeks and is effective from \_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. During this period, your child will not be permitted to attend any non-curricular excursions or school events. If they perform satisfactorily over this period, they may regain ‘Good Standing’ after a meeting with yourself and the school.

We place a great deal of value on our students maintaining their GOOD STANDING and hope that, together, we can resolve these issues and move forward in a positive manner.

Please feel free to discuss this with me should you have any further concerns.

Rachel Monamy \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
Principal Date

**ACKNOWLEDGEMENT OF RECEIPT LOSS OF GOOD STANDING LETTER**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, parent/guardian of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ acknowledge the receipt of the Loss of Good Standing letter and have spoken to my child about his/her behaviour. I will be available to attend a school meeting to work together to develop an effective plan moving forward.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Parent/guardian signature Date