



MACKAY CHRISTIAN COLLEGE

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Junior Behaviour Education Records

Purpose:	The purpose of this procedure is to help maintain a safe, supportive and protective learning community that promotes student safety and wellbeing. It seeks to reinforce student awareness that they are responsible for their own choices and actions, are accountable to those placed in authority over them and that consequences, both good and hard, are a product of their choices.	
Scope:	This procedure applies to Junior School students.	
Status:	Approved	Supersedes: Previous Policy
Authorised by:	Principal	Date of Authorisation: March 2023
References:	<ul style="list-style-type: none"> • <u><i>Australian Education Regulations 2013 (Cth)</i></u> • <u><i>Australian Student Wellbeing Framework</i></u> • MCC Student Bullying Prevention Policy • MCC Student Bullying Reporting and Response Procedures • MCC Behaviour Education Policy 	
Review Date:	Every 2 years	Next Review Date: March 2025
Policy Owner:	Heads of School	



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1S 4 Junior School Behaviour Education Records

LEVEL	BEHAVIOUR	ACTION	PERSON	FORM
4 Green	Behaving well, Displaying CLEAR Values	Encouragement, Teacher acknowledges students efforts to display the College's Values.	Teacher	<ul style="list-style-type: none"> • BMP-01 (letter) • BM-04 Gold Award
3 Yellow	A teacher informs a child that they are on Yellow Level when they make a judgement that they are displaying ongoing unsatisfactory behaviour.	<ul style="list-style-type: none"> • Teacher informs the child that they are on Yellow Level and explains the consequences if they don't improve. • Teacher informs parent of observed behaviours that are unacceptable by letter and/or phone, meeting. • Teacher counsels child. • Teacher may issue a detention for repeated unacceptable behaviours. • Student stays on Yellow level for a maximum of 2 full school weeks and then goes back to green level if their behaviour has been satisfactory. To Blue Level if unsatisfactory. <p><u>BEHAVIOUR MANAGEMENT STRATEGIES</u></p> <ol style="list-style-type: none"> 1. Teachers analyse how they react when students misbehave. 2. Teachers ask "Does what I am doing work?" If no – make a change 3. Teachers give positive reinforcement when students are behaving well. 4. Teachers ask disruptive students, "What are you doing?" Ask them to repeat the rule they are breaking. 5. If misbehaviour continues give a consequence. <p><u>TYPES OF CONSEQUENCES- Move child, Kept in, Time Out, In class consequence, Loss of classroom privilege</u></p>	The teacher does not need to inform the Head of Junior School but may choose to seek their advice, or the advice of members of their teaching team.	<p>Unsatisfactory behaviour is recorded in student's Behaviour file.</p> <p>BMP-05 (Yellow Level letter) BMP-06 (Return to Green Level letter)</p>
2 Blue	Unsatisfactory Behaviour has continued despite the above consequences OR Gross Misbehaviour (see below)	<ul style="list-style-type: none"> • Teacher meets with Head of Junior School to discuss child's behaviours and further strategies. • Parents contacted by the Head of Junior School. • Phone and/or face-to-face interview with the parents. • Discuss with child an action plan. (A time limit will be set as part of a this) • No participation in off-site college activities • (Behaviour Card-Blue - 3 week period 10 'S' days required) • <u>Other Possible Consequences</u> – overnight writeout, DT, play suspension, internal /external suspension, loss of privileges for the time on Blue Level. 	Head of Junior School	<ul style="list-style-type: none"> • BMP-07 (Blue Level Letter) • BMP-08 (Blue Level behaviour card) • BMP-09 (Blue Level completion letter – Return to Green Level)
1a Red	No significant change in behaviour	<ul style="list-style-type: none"> • Student is externally suspended • Face to face interview with the parents. • Behaviour Card-Red (3 weeks - 10 'S' days required) • If the student successfully completes Behaviour Card-Red then the student is moved back to Blue Level at the discretion of the Head of Junior School. • No participation in off-site college activities 	Head of Junior School	<ul style="list-style-type: none"> • BMP-10 (Red Level letter) • BMP-11 (Red Level behaviour card) • BMP-12 (Red Level completion letter - Return to Blue Level)
1b Red	Unsatisfactory behaviour continues	<ul style="list-style-type: none"> • Student is externally suspended -pending a decision on their enrolment in the college. • Face to face interview with the parents • If the student is allowed to stay at the college then they will remain on Red Level. 	Enrolment Committee	Personal Letter from the Head of Junior School regarding the suspension.
0		<ul style="list-style-type: none"> • Enrolment withdrawn 	Enrolment Committee	Letter to parents from Head of Junior School regarding the withdrawal of the student's enrolment.

Suspension may occur at any Level for gross misbehaviour. Parent interviews may occur at any Level but are mandatory at Red Level and Blue Level. Internal suspension letter BMP 13, is used for internal suspensions not related to a Behaviour Card. eg. gross misbehaviour.