student discipline policy

introduction

Ballarat & Clarendon College is implementing this policy to ensure that all students behave in a manner that is considered respectful of self and others.

This policy should be read in conjunction with other school policies and may be amended from time to time.

policy

This policy sets out guidelines within which all community members can operate. It seeks to be fair and consistent, and wherever possible consequences are related to the initial behaviour. Thus it aims to provide a framework within which students gain experience in decision making and in accepting responsibility for those decisions.

Finally, the intention of the Policy is to take discipline out of the “punishment” arena and see it in the context of personal growth, whilst giving those members of the College community who have responsibility for enacting the Policy, guidelines which are effective and workable. The people responsible for this are:

- Classroom and subject teachers
- Pastoral care staff
- Student welfare staff
- Heads of School

Personal development hinges on gradually coming to see and value ourselves and others as people. This involves becoming aware of, and valuing, our own qualities, thoughts and feelings and recognising that others have qualities thoughts and feelings that are different from our own.

It involves respecting those differences, and incorporating this awareness and respect into relationships, daily decision making and actions.

In line with the Discipline Policy rationale, all members of the Ballarat & Clarendon College community must adhere to the following:

- attributes as outlined in Equal Opportunity Legislation (refer EO Policy);
- College Rules;
- all school policies as found in the College or Boarders Handbooks, School Policy Register and College website.

Behaviour that is outside of the guidelines as explained in the College Rules and Policies may lead to a range of disciplinary procedures.

In certain circumstances it may be necessary to refer a student to the School Counsellor or to outside agencies.
Behaviour that is considered inappropriate may be dealt with using various methods that include:

- counselling;
- removal from class;
- cleaning and/or yard duties;
- monetary fines;
- educational program;
- detention;
- formal contact with parents and/or guardians;
- suspension;
- expulsion;
- police notification.

Records of student disciplinary action will be recorded and kept in student files in accordance with privacy legislation.

**Supporting Documentation:**

- All College Policies
- Smoke Free Environment Policy
- Substance Abuse Policy
- Bullying Policy
- Harassment Policy
- Equal Opportunity Policy
- College Rules
- Privacy Policy

**Point Of Contact:** Principal

**Responsibility of:** Principal

**Created:** October 2004

**Date of Last Review:** October 2007

**Date of Next Review:** October 2009

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