



**GLENELG PRIMARY SCHOOL**

**Diagonal Road, Glenelg East, 5045**



**Government of South Australia**  
Department for Education

## Code of Conduct Policy

This policy is in accordance with departmental guidelines entitled "Behaviour Management and Discipline".

### **At Glenelg Primary School we believe that...**

- A Code of Conduct is the process by which students are taught appropriate behaviour to ensure a safe and positive environment for all.
- All students and teachers have a right to work in a productive environment that maximises learning opportunities.
- A consistent approach throughout the school is required to implement effective teaching and learning.
- Students should be involved in discussion, decision making and negotiation.
- Parents have a responsibility to support their children and their school in the development of personal responsibility.
- All members of the school community should actively model responsible behaviour.



## Code of Behaviour

At Glenelg Primary School we all SMILE by ensuring that we keep ourselves, others, and the environment safe.

### Stay in bounds

Out of bounds areas include:

- Inside buildings (before school, recess, lunch)
- In garden beds/creeks
- Being outside of the yellow lines marked around the school.

### Make sure you solve problems peacefully

- Use the Grievance Procedures (steps are: ignore; use an assertive 'I' statement,; seek the help of a peer mediator, smart play mentor or an adult staff member).

### Include others so that no-one is left alone

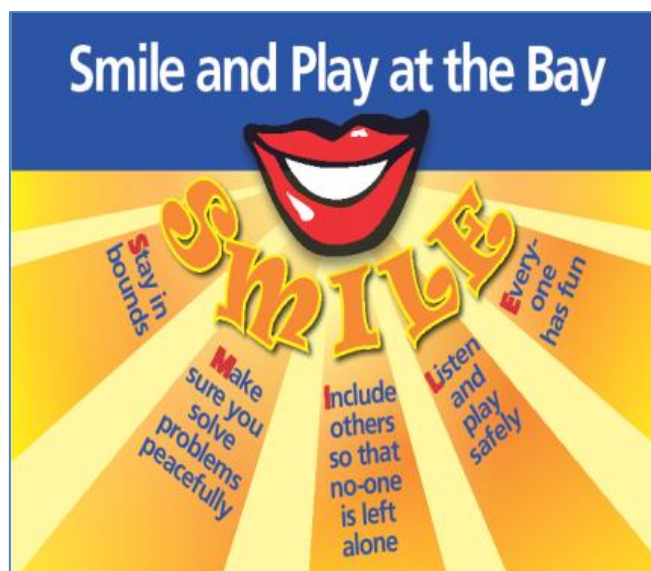
- Invite others to join you
- Don't exclude people who want to play.

### Listen and play safely

- Follow teacher/ staff instructions
- Behave in a safe and caring way.

### Everyone has fun

- Smile, encourage and include one another so that everyone has fun.



## Re-Think Room

- The Re-think Room is an area where students who have breached the Code of Conduct in the yard, will sit in a supervised area by a teacher and participate in a restorative conversation.
- The Re-think session takes place during lunchtime for approximately 20 minutes. During this time, the student completes a Re-think sheet which is then signed by the supervising teacher and sent home.
- This form is then signed by the parent/s and returned to their child's classroom teacher.
- The following day, that child meets with two mediators at the Sorting Out Seat to discuss what they now need to do to ensure the problem does not continue and they take responsibility for their behaviour.

### **Types of behaviour which warrant a Re-think session:**

- refusing to follow instructions given by a staff member
- deliberately damaging school or another person's property
- fighting
- unsafe play such as tackling
- harassment
- riding bikes/scooters in the school yard
- possessing/throwing dangerous objects
- stealing
- tree/roof/wall climbing
- offensive language or behaviour
- going out of bounds.

## Yard Code of Conduct Plan

The consequences of breaking the yard Code of Conduct are as follows:

**Step 1** Re-think → Re-Think sheet sent home to parents

**Step 2** Re-think → Re-Think sheet sent home to parents

**Step 3** If any inappropriate behaviour/s continues, a meeting with the child's family is arranged to implement a future action plan.

**Step 4** Restricted Play → Students will be required to walk in the yard with a duty teacher for an extended period of time.

**Step 5** Suspension → (*Internal/external at principal's discretion*)

The yard Code of Conduct will be clearly displayed around the school and reinforced in every classroom.

Severity  
clause applies  
for all steps



## Guidelines for Management of Classroom Behaviour

A classroom Code of Conduct is:

- negotiated with students
- stated positively and have logical consequences
- agreed upon by each student and shared with parents
- clearly displayed and reinforced in classrooms.



A classroom Code of Conduct Plan:

*Within a day...*

**Step 1** → Reminder

**Step 2** → Reminder

**Step 3** → Class Re-think

**Step 4** → Buddy class Re-think

**Step 5** → Office Re-think

Class and office Re-Think sheets are filled out by the student. All Re-Think sheets are then sent home, signed by parent/s and returned to the student's classroom teacher.

**Step 6** Suspension 1) internal 2) external

*Within a term...*

- 4 office Re-thinks = Meet with parent/caregivers to set up an action plan
- 5 office Re-Thinks = internal/external suspension (at Principal's discretion)

Severity clause  
applies for all  
steps

