



Mater Dei Catholic College

Live God's Message

Name: **DISCIPLINE POLICY AND PROCEDURE**

Purpose: To provide a safe, caring and supportive learning and teaching environment whilst helping students to demonstrate responsible behaviour and a sense of self-worth, respect and consideration of others.

Relevant to: All staff, students and parents

Responsible Officer(s): Leadership Team
Leader of Students
College Psychologist
House Leaders
KLA Leaders

Date of Introduction: February 2017

Date of Review: February 2022

Modification History: October 2019

Related Documents: Pastoral Care policy
Anti Bullying Policy
Behaviour Management Policy
CEWW Duty of Care Policy



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Vision

In keeping with the vision statement of the Diocese of Wagga Wagga, Mater Dei Catholic College strives to be a nurturing community which;

- Is founded in Catholic faith, justice and love
- Is inclusive
- Is learner centred
- Seeks excellence and wisdom

Mission

"The person of each individual human being, in her or his material and spiritual needs, is at the heart of Christ's teaching; this is why the promotion of the human person is the goal of the Catholic School." JP11 (#9)

As nurturers we are called to;

- Care for each individual, affirming their dignity and uniqueness
- Foster the right relationships with God, creation, self and others
- Provide particular attention to those most in need
- Build a welcoming, safe and supportive school environment

"The Catholic School fosters a particular climate where students, teachers, parents, clergy, non-teaching staff and the wider community feel welcomed and valued." (Barry Dwyer)

We are entrusted to;

- Nourish our spiritual life and ministry
- Connect with the Parish, Diocesan and wider community
- Strengthen relationships and communicate between members of the education community
- Make present the spirit of Nano Nagle, Edmund Rice and Mary, Mother of God

"...knowledge set in the context of faith becomes wisdom and life vision." JP11 (#14)

As faithful we are called to;

- Strive for an understanding of ourselves and others as dignified and loved by God
- Value the unique contributions made by each person
- Practice justice through tolerance, empathy and service
- Pray, celebrate and evangelise with a Catholic perspective
- Build hope in a faith filled future

"...all human values find their fulfillment and unity in Christ." JP11 (#3)

"...there is no separation between time for learning and time for formation, between acquiring notions and growing in wisdom." JP11 (#14)

As learners we are encouraged to;

- Develop the values, knowledge and skills necessary to undertake lifelong personal, spiritual and intellectual growth
- Strive for excellence through programs which cater to the needs, interests and abilities of the individual



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Rationale

Controls which schools impose on student behaviour have two purposes. They allow the school to function effectively and they assist students to develop self-discipline from which it is hoped they will benefit when they leave the school situation.

Catholic Schools in the Diocese of Wagga Wagga are committed to providing *a safe, secure and stimulating environment conducive to learning.* This is characterised by fairness, mutual trust, respect and reconciliation.

A safe and supportive learning environment is developed when all members of the College community promote open communication, tolerance and positive relationships and embrace responsive, just and transparent processes. This is in line with CSO Vision and Mission statement of *'ensuring fairness and justice within appropriate discipline structures.'*

Definitions

Behaviour which is not acceptable at Mater Dei Catholic College includes, but is not limited to behaviour which:

- constitutes refusal to participate in the education program;
- constitutes disobedience of instructions which regulate the conduct of students;
- is likely to impede significantly the learning of the other students at Kildare;
- is likely to be detrimental to the health, safety or welfare of the staff or other students of Mater Dei;
- is illegal;
- causes or is likely to cause damage; or
- is likely to bring the College into disrepute.

Detention is any relatively short period when a student is detained at school, or in a particular class, in student's "non-class" time (recess, lunchtime, recreation time, after school); or excluded from normal classes, or from a particular class, pending negotiated conditions for re-entry (time-out at the Referral Room).

Suspension, expulsion and exclusion of students

- Suspension is the temporary, full-time or part-time withdrawal of a student's right to attend school for a period of two weeks or less, on the authority of the Principal. This includes in-school and out-of-school suspension.
- Exclusion is the temporary full-time or part-time withdrawal of a student's right to attend school for a period of greater than two weeks.
- Expulsion is the permanent removal of a student from the College.

Mater Dei Catholic College has adopted and follows the CEWW ['Suspension, Exclusion and Expulsion Policy and Procedures'](#) on the school's registration site.



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Corporal punishment will not be used at Mater Dei Catholic College. Corporal punishment is not condoned by the school in out of school hours.

Mater Dei Catholic College does not explicitly or implicitly sanction the use of corporal punishment by non-school persons, including parents, to enforce discipline at school.

Implementation

Where the Principal becomes aware of persistent breaches of Mater Dei's behaviour code by a student to the extent that the reputation of the College or the welfare of staff or other students is jeopardised, it is appropriate for the College to intervene with a disciplinary measure commensurate with the offence.

The Principal has the authority to recommend to the Director of Schools exclusion or expulsion of a student. Suspensions, when utilised are to be notified to the appropriate CSO personnel. As well as sanctions, illegal behaviour will be reported to the police.

Decisions regarding suspension, exclusion and expulsion are upheld if the CSO procedures are followed.

Communication to the student's parents or carer should:

- state the facts and details of the suspension/exclusion, including the dates;
- indicate the process that is being followed and the review processes that are available;
- Outline the responsibility of parents for students who are under suspension/exclusion; and
- request a parental conference at the College. A parental conference is a normal part of the procedure for suspension/exclusion and re-admission, or expulsion and that it is expected that parents will attend.

In addition to the use of these sanctions, staff need to consider their overall curriculum offering and their approach to students. Each of these sanctions cause a discontinuity in a student's education. They can exacerbate a cycle of academic failure, followed by unacceptable behaviour as a reaction to the failure. The Principal also should be aware of the logistical, social and financial hardship that any of these sanctions can cause to some families.

If a student is of post-compulsory school age and living away from home and without the care of a parent/carer, interviews should take place between the Principal or his/her delegate and the student. The student should be expected to accept responsibility for his or her behaviour and its consequences. The Principal should be mindful of the vulnerability and possible educational disadvantage resulting from some sanctions.



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1. Detention is intended to:

- provide an immediate consequence for inappropriate, irresponsible behaviour;
- reinforce the position that participation in class depends upon behaving appropriately; and
- provide an opportunity for a student to work out a solution to his or her behavioural problem without monopolising lesson time or interfering with others.
- The student should be readily observable and supervised, with appropriate work to complete.

2. Suspension/Exclusion

The purpose of suspension or exclusion is to:

- signal that the student's behaviour is not acceptable and cannot be managed within the College community without further consultation with parents/carers and drawing on CSO resources;
- allow an extended 'time-out' period for the student, as well as time for the College to muster resources and set in motion a plan for rehabilitation;
- establish a negotiated process for the student's re-entry to the College, based on the student's achieving some explicit goals related to improved behaviour;
- ensure that the student's parents are aware of the seriousness of the student's unacceptable behaviour and are involved in the process of negotiation for re-entry; and
- protect the right of teachers and staff to work in a safe and professional environment and the right of other students to learn without being unduly disrupted or put at risk.

Suspension/exclusion allows students time to:

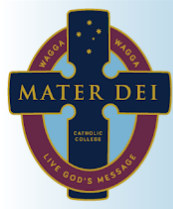
- reflect on his/her behaviour;
- acknowledge and accept responsibility for the behaviours, which led to the suspension; and
- accept responsibility for changing their behaviour to meet the College's expectations in the future.

It also allows time for staff to plan appropriate structured support for the student to assist with successful re-entry. Both parties for re-entry need to make commitments.

It is most effective when parent(s)/carer(s) accept and act upon their responsibility to take an active role, in partnership with the College, to modify the inappropriate behaviour of the student. Staff of Mater Dei and/or the Catholic Schools Office (CSO) will work with parent(s)/carer(s) with the aim of assisting a suspended/excluded student to rejoin the appropriate learning program as quickly as possible.

It is recommended that appropriate work be provided for the student.

Parents/carers have responsibility for their children while they are under suspension/exclusion. Parents need to know that their child may not attend school and that they have a responsibility to provide appropriate supervision.



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Suspension/exclusion for students with disabilities is to be cautioned and other strategies are to be explored where appropriate.

3. Expulsion

The Principal exercises the authority to expel a student. This is done in conjunction with their responsibilities to the whole College community and to the principles of procedural fairness. (See Appendix A CSO Suspension, Expulsion and Exclusion Procedures.)

This Policy applies to the behaviour of students at Mater Dei, on the way to and from school and while away from the College site on school-endorsed activities.

Evaluation

The Principal, with the assistance of the College Leadership and Pastoral team will evaluate this policy bi-annually.