



## ZCG Behaviour Management Guidelines

**Purpose:** To encourage high standards of courtesy, conduct and self-discipline amongst students so that they can reach their full potential, without disruption, within a healthy, safe and caring environment. The consequences stated in these guidelines can be used at the discretion of Staff after consideration of the context of the unacceptable behaviour.

### General Guidelines:

All teachers and support staff have responsibility for the organisation and management of students they are teaching/supporting, and the environment in which this interaction occurs. They are required to make clear the expected standard of behaviour and to uphold the Behaviour Management Guidelines.

Classroom behaviour problems should initially be dealt with by subject teachers where necessary. Actions should conform to the College's Behaviour Management Guidelines as explained below.

### Poor/Unacceptable Behaviour (Level 1):

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|---|---|
| 1. The constant breaking of agreed class rules.   | 6. Disruptive or disrespectful behaviour at any time.                                 |
| 2. Leaving the classroom without permission.  | 7. Continued disobedience around the healthy eating policy.                           |
| 3. Running around in the classroom.   | 8. Disobedience around respect for the College environment e.g. deliberate littering. |
| 4. Arriving late to class without permission.   | 9. Inappropriate or unauthorised use of any electronic device.                        |
| 5. Uniform and personal grooming infringements e.g. cosmetics, nail polish, jewellery, chewing gum. |   |

### Consequences:

After TWO verbal warnings, if the unacceptable behaviour continues, the student's name will be recorded on KAMAR and the Dean will be notified. You will also receive lunchtime detention with amends e.g. picking up litter, removing nail polish, confiscation of jewellery/phone, writing a letter of apology. If Level 1 unacceptable behaviour continues, Level 2 consequences will be implemented.

### Poor/Unacceptable Behaviour (Level 2):

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| 1. Disruptive or disrespectful behaviour in the classroom that interferes with learning – her own, or that of other students. | 5. Interfering with teachers' property or displays on classroom walls. |
| 2. Disruptive or disrespectful behaviour during assembly.   | 6. Insolence to any staff member or other adult.                       |
| 3. Disruptive or disrespectful behaviour during Salat.  | 7. Lying to a staff member.  |
| 4. Interfering with another's belongings.   | 8. Bullying or harassment of other students or staff.                  |
|   | 9. Inappropriate or unauthorised use of any electronic device.         |

### Consequences:

After ONE verbal warning, if the unacceptable behaviour continues, the student's name will be recorded on KAMAR and the Dean will be notified. Name, date and description of offending and consequences will be recorded.

### Possible consequences will be:

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| 1. After School Detention                    | 4. Reflective conversation (once-off/weekly) with a member of the pastoral care team (DP, Counsellor) |
| 2. Daily Report                              | 5. Behaviour Management Contract  |
| 3. Call Parents (Form Teacher or Dean or AP) | 6. Confiscation of a device for a we  |

### Serious Unacceptable Behaviour (Level 3):

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| 1. The flagrant or constant breaking of school rules.  | 5. Cheating, plagiarism.   |
| 2. Physical aggression or violence or an intent to cause such harm to another student/other students or staff. | 6. Cyberbullying   |
| 3. Abusive language/swearing at any student, staff member or parent.   | 7. Inappropriate or unauthorised use of any electronic device.                 |
| 4. Possession or use of a weapon; tobacco, alcohol, drugs or any other harmful substance.                      | 8. Graffiti or serious property damage.  |
|  | 9. Stealing or deliberate damage to another's property.                        |
|  | 10. Being out of bounds; leaving school grounds without permission or truancy. |

### Consequences:

Parents will be asked to attend an interview with either the Principal, Counsellor, DP, AP or Police. The student may face Internal or External Stand Down. Additional consequences from the Level 2 list will be implemented.

I agree that the Behaviour Management Guidelines have been presented and explained by at least one member for staff and I agree that my daughter/s will abide by the guidelines and will follow school processes.

<b>Student Name</b>	
<b>Student Signature</b>	
<b>Parent Signature</b>	
<b>Date</b>	