



# RESPONSIBLE BEHAVIOUR PLAN

Originally released: 2016  
Reviewed: 2017, 2018, 2020, 2021, 2024  
Due for Review: 2025

| Sources of Authority |                                      |
|----------------------|--------------------------------------|
| CECWA Policy         | Community                            |
| Executive Directive  | Student Safety Wellbeing & Behaviour |

## RATIONALE

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The Bunbury Catholic College plan that promotes Responsible Behaviour is based around the concept of restorative justice; it is a plan that seeks to restore the relationship between people, when there has been some damage caused through inappropriate or offending behaviour on the part of one or more parties. The plan aims to create an environment of positive cooperation, based on mutual respect, where all are encouraged to make responsible choices, recognise the rights of others, and be accountable for the choices they make with regards to their behaviour.

Guided by the College Motto “Act justly, love tenderly, and walk humbly with your God”, we seek to create a community where all members are able to be effective and reflective citizens.

## PRINCIPLES

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1. The fostering of a community where the best interests of the child are paramount
2. The adherence to Gospel values, as espoused by our Catholic identity
3. The creation of a community that values people and property
4. The development of self-discipline, honesty and integrity
5. The encouragement of responsible choices
6. The establishment of a safe and productive learning environment
7. The enhancement of learning through a strong work ethic
8. The development and support of a consistent and fair approach to behaviour
9. An informed community

## ROLES AND RESPONSIBILITIES

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### STUDENTS

Students are expected to contribute towards a dynamic working environment at Bunbury Catholic College. They are encouraged to take responsibility for their behaviour and actions, and to implement positive changes, as needed. At all times, the safety and well-being of all students and staff at the College is a priority. The Code of Conduct, as implemented by the College, aims to provide guidelines for staff, students and those within the community, on agreed behaviours that ensure the wellbeing of all.

## **HOMEROOM TEACHER**

The Homeroom Teacher is the first point of contact at the College. The Homeroom Teacher ensures the well-being of the students in the Homeroom through aspects such as organising rosters, checking student planners, monitoring absences, actively supporting Year group initiatives and taking a pastoral interest in the welfare of each Homeroom member. All student concerns within the Homeroom should be referred to the Head of Year.

## **CLASSROOM TEACHER**

The Classroom Teacher is an integral part of the behaviour management at the College. It is the Classroom Teacher's duty to ensure that a safe and productive work environment prevails in each lesson. The Classroom Teacher must also take, and maintain, an up to date record of student attendance for each lesson.

Should there be some student concerns, the Classroom Teacher must initially implement his or her own classroom management strategies. Strategies include behaviour modification ideas, resubmission of work or parent contact. The Head of Learning Area must be informed if academic issues persist. The Head of Year must be informed if behavioural issues persist.

## **HEADS OF LEARNING AREAS AND HEADS OF YEAR**

The Head of Learning Area and the Head of Year must be informed if there are serious, ongoing academic and or behavioural issues. The Head of Learning Area will implement appropriate actions, as needed. This includes contact with the student's parents. The Head of Year may institute other measures such as an after school detention, additional contact with parents, the implementation of a behaviour modification plan. This plan is drawn up in consultation with teachers, parents and the student.

A referral to the College Counselling Team may also be appropriate. This is usually initiated by the Head of Year, in consultation with teachers and/or parents.

## **DEPUTY PRINCIPAL**

The Deputy Principal works in consultation with the Heads of Year and the Heads of Learning Areas. The Deputy Principal will contact parents, as needed. He or she can issue external or internal suspensions and refer students to the Promotions Panel, for discussion. The Deputy Principal may deal with particularly grave instances from the outset, keeping Heads of Year and parents informed.

## **PRINCIPAL**

The Principal will intervene in disciplinary issues, if the situation has not been resolved at other levels. The Principal will conduct a formal interview, should a student be seeking readmission/re-entry to the College. Matters requiring the involvement of outside agencies will be determined at the discretion of the Principal

## TEACHING STRATEGIES TO ENCOURAGE RESPONSIBLE BEHAVIOUR

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The development, both academic and social, of every student at the College can be ensured by implementing some of the strategies listed below

- Be guided by our Catholic ethos and the Choose Peer Respect Guide
- Create an environment that is friendly and welcoming; one that values the dignity of every person
- Listen actively to the students
- Apply College policies consistently
- Concentrate on the development of positive relationships with both students and parents
- Develop a sound understanding of behaviour patterns
- Maintain a consistent approach to discipline within the classroom
- Take appropriate action, as needed, to ensure a productive learning environment
- Encourage students to take responsibility for their own actions and their learning environment
- Monitor the behaviours of students identified as having either academic or social needs
- Keep parents informed of their child's progress and behaviour
- Ensure all information that pertains to student welfare is entered onto SEQTA
- Use the "buddy system" for students who need support

## STUDENT STRATEGIES TO ENCOURAGE RESPONSIBLE BEHAVIOUR

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Students are encouraged to approach their learning environment as young adults, with a true sense of responsibility and ownership.

- Familiarise yourself with, and understand, the Choose Peer Respect Guide
- All students are encouraged to disclose to staff/responsible adult, any situation where they feel unsafe/demeaned/anxious about a particular experience
- Be aware of the welfare of those around you
- Be accountable for your actions
- Strive to maintain a positive attitude in all circumstances
- Make a concerted effort to do your very best, in all aspects of life at the College
- Be informed about College expectations and consequences
- Do not be afraid to ask for assistance, as and when you need it
- Strive to modify behaviour according to the guidelines provided by Staff
- Be conscious of, and protect, your environment, within both the classroom and the College grounds
- Appreciate the opportunities and experiences provided by the College and those who support you.

## PROCESSES TO ADDRESS NON-COMPLIANT BEHAVIOUR

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In the event that a student is unable to, or refuses to, comply with the Responsible Behaviour Plan and its guidelines and strategies, the following sanctions will apply:

- Recess or lunch time duty, under the supervision of a classroom teacher or a Head of Year
- Reflective session on the behaviour and strategies to restore good standing
- After school detention, under the supervision of the detention teacher in charge, or the Deputy Principal; Parents are informed of this sanction by telephone or through a letter home
- Exclusion from College incursions/excursions; parents are notified by the Head of Year or organiser of the event
- Internal/external suspension under the supervision of the relevant Deputy Principal;
  - Parents are informed by the relevant Deputy Principal, usually through a meeting of all parties, including the student
  - Students are expected to reflect on their behaviour, complete school work that is being taught during the day, participate in reflective activities under the supervision of the relevant Deputy Principal
  - Appearance before the review panel, consisting of the relevant Deputy Principal, Head of Year, Head of Learning Area, others as deemed appropriate. Both parent(s) and student are required to attend this meeting. A formal record of this meeting will be provided to parents; it will also be retained on the student's file.
  - Interview with the Principal (or Principal's delegate). Parent(s) and student are required to attend this meeting. A formal record of this meeting will be provided to parents; it will also be retained on the student's file.
- Exclusion from the College. This process is undertaken in conjunction with CEWA. The best interests of the individual student shall be balanced against the common good of the College community.

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| Authorised by | Deborah Garbutt | Signature: |  |
|               |                 | Date:      | 22 February 2024                                                                      |