

HOKOWHITU SCHOOL BEHAVIOUR MANAGEMENT POLICY

PURPOSE

Hokowhitu School Board will provide a safe physical and emotional environment for students and staff.

GUIDELINES

1. Behaviour expectations are provided in the STRIVE guidelines, as expressed in the Charter, and will be explained and regularly reinforced by classroom teachers.
 - a. The school curriculum will include the development of attitudes, values, skills and knowledge that assist in building responsible and self-managing students, through making use of available external programmes when appropriate.
 - b. Each classroom will co-construct its own treaty/rules around acceptable behaviour in alignment with the STRIVE values.
 - c. Children will be encouraged to be responsible for, and reflect upon, their own behaviour, and wherever appropriate students will be supported in restoring any relationship breakdown that their behaviour may have caused.
 - d. A stepped system will be used to guide staff in the management of serious or repeated inappropriate behaviour.

2. The school will follow the principles of natural justice in behaviour management by acting fairly in the circumstances:
 - a. Treating people with respect
 - b. Taking into account their knowledge, abilities, and culture.
 - c. Ensuring that everyone knows what is happening and what is at stake.
 - d. Following the rules and considering the purpose and principles behind them.

2. In the case of ongoing complex, severe, and/or challenging behaviour:
 - a. An individual behaviour plan will be developed.
 - b. Referrals to external support services may be made.
 - c. Safe exit plans are made for students in the vicinity.
 - d. The Principal will provide regular, anonymised reports of the student's behaviour to the Board of Trustees, to help the Board ensure that its obligations to the student, other students, and staff are being met.

3. In the event where behaviour by a student poses an immediate threat of potential danger to students and/or staff, the use of preventative or de-escalation techniques will be used in the first instance, and physical restraint should be used only when the safety of the student or any other person is at serious and imminent risk.
 - a. Only teachers and other authorised staff members should physically restrain a student unless there is serious and imminent risk to the student or to any person.
 - b. Only the forms of physical restraint approved by the Ministry of Education and issued in the *Gazette* may be used.
 - c. Any staff member who uses physical restraint must complete a written report on the incident.
 - d. After any incident of physical restraint, the Principal (or delegate) will inform the student's parents/caregivers, and offer a debriefing session with the parents, as well as carry out a debriefing session with the staff member.
 - e. The Principal (or delegate) will immediately report the incident to the Ministry of Education and to the Presiding Member of the Board.

- f. Any use of physical restraint will be reported “in committee” at the next meeting of the Board.
4. In the event of a potential stand-down or suspension, the Board, through the Principal, will follow the statutory and procedural requirements of the Ministry of Education.
 - a. If the Principal decides to suspend a student, the Board must hold a meeting (to determine the outcome of the suspension) within seven school days of the suspension decision. If the decision to suspend is made in the last week of a term, the Board must hold its suspension meeting within ten calendar days.
 - b. The Principal will provide information on stand-downs as part of regular reporting to the Board.

ASSOCIATED POLICIES/PROCEDURES/HANDBOOKS

Legislation

- Crimes Act 1961
- Education and Training Act 2020
- Education (Physical Restraint) Rules 2017

Guidelines

- Guidelines for Registered Schools in New Zealand on the Use of Physical Restraint (Ministry of Education)
- Guidelines for Principals and Boards of Trustees on Stand-downs, Suspensions, Exclusions and Expulsions, Parts I and 2 (Ministry of Education)
- <https://www.nzsta.org.nz/the-boards-role-in-effective-student-behaviour-management/>

School Policies, Procedures, and Other Documents

- Behaviour Management Procedures
- Charter
- Child Protection Policy
- Curriculum Delivery Policy
- Health and Safety Policy

Ratification date: 22 March 2022

Review date: Term 1 (February-March) 2024

Presiding Member: _____

Principal: _____