



Student Management and Discipline Policy

Rosebank College has zero tolerance to child abuse. Rosebank College promotes a safe, healthy, inclusive, and welcoming environment for children and provides transparent, accountable, risk-based approaches to ensure child safeguarding.

1. Purpose

The purpose of this policy is to provide clear information to students, parents and staff regarding the framework through which the College manages student discipline to promote positive relationships, a productive learning environment and to create a safe, healthy, inclusive and respectful community.

2. Scope

This policy applies to all students and staff.

3. Principles

Rosebank College's practices are underpinned by the Good Samaritan tradition and the Benedictine Values of: A love of Christ, PAX (Peace), Stewardship, Hospitality, Love of Learning, Compassion and Service and Justice.

Rosebank's Student Welfare Charter reflects these values and outlines students' rights and responsibilities. A Love of Christ is at the centre of these values, as Jesus Christ is the model for peaceful community living and personal integrity.

4. Procedural Fairness

All students have the right to procedural fairness. The College aims to do this by:

- Communicating clear expectations around College rules and appropriate behaviour.
- Communicating any concerns or allegations to a student, giving the student the chance to be heard before any decisions are made.
- Making decisions determined by a reasonable and unbiased person.

Having a decision reviewed through the correct process, but without delaying timely consequences.

5. Corporal Punishment

The College prohibits the use of corporal punishment in disciplining students attending the school. The College does not explicitly or implicitly sanction the administering of corporal punishment by non-school persons, including parents, coaches and volunteers, to enforce discipline at the College.

6. College Rules and Expected Standards of Behaviour

The College seeks to develop a culture of positive discipline by setting clear expectations of students to promote positive behaviour. Students are expected to abide by the rules of the College and the directions of staff.

The College recognises that consequences may be required to assist in managing student behaviour. We aim to foster accountability and responsibility, providing a mechanism for restoration and resolution of conflict.

The College will publish, communicate and educate students around the following policies and rules of behaviour:

- College Restoration System
- Student Welfare Charter
- Bullying Prevention and Intervention Policy
- Acceptable Use of Information and Communications Technology Agreement (ICT)

7. Positive Behaviour

The College provides an environment that celebrates success and achievements.

Students who regularly contribute to the community and uphold the College's values are formally recognised and acknowledged through the use of affirmations. When students accumulate affirmations they are presented with awards, including:

- Commendation Awards for Middle School students
- Letter of Commendation for Senior School students
- Principal's Award

The affirmation and recognition of positive behaviour is communicated to both pastoral staff and parents via the College's Student Management System.

8. Responding to and Managing Concerns

Staff are responsible for upholding a culture of respect and accountability by encouraging all students to meet the highest standards of behaviour. Staff support students with the development of positive behaviour patterns and relationships. When disciplinary issues arise with individual students, staff focus on addressing the behaviour rather than the student personally. Staff adopt a consistent approach to discipline to ensure fairness and transparency.

Teachers are likely to be at the forefront when resolving matters relating to student discipline. At times, class and Home Room Teachers may require the support of Studies Coordinators, Assistant Deans and House Coordinators. In complex cases, the matter might be referred to the Dean of Pastoral Care, Assistant Principal or the Principal.

9. Discipline Management and Consequences

Student discipline matters are managed according to the specific circumstances of each case. The process for managing students is outlined in the College's *Restoration System*.

Students who demonstrate unsafe behaviour, who are disruptive, or disrespectful are placed on a level of the *Restoration System* commensurate to the breach of the College expectations or rules. Breaches may require an escalation of consequences and students may skip levels of the *Restoration System*. Each level provides opportunities for students to reflect and discern, and aims to bring about self-improvement.

Level 1 - Teacher
Examples of behaviour: <ul style="list-style-type: none"> • Student breaching classroom expectations, being disruptive, disrespectful or disobedient; • Student not meeting class expectations in relation to course work completion.
Level 2 - Subject or House Coordinator
Examples of behaviour: <ul style="list-style-type: none"> • Poor pattern of behaviour recorded over a number of subject areas; • Behaviour not improving through subject teacher's interventions; • Accumulation of a number of detentions.
Level 3 – Assistant Dean of Pastoral Care
Examples of behaviour: <ul style="list-style-type: none"> • Student not making a serious attempt to improve their behaviour on Level 2; • Student is suspended due to a low-level breach of College rules.
Level 4 – Dean of Pastoral Care
Examples of behaviour: <ul style="list-style-type: none"> • Student is not making a serious attempt to improve their behaviour on Level 3; • Student is suspended due to a mid-level breach of College rules.
Level 5 - Principal
Examples of behaviour: <ul style="list-style-type: none"> • Student not making a serious attempt to improve their behaviour on Level 4; • Student is suspended due to a high-level breach of College rules.

Students are encouraged to take responsibility for their actions, face their consequences and reflect and learn in order to move forward. The College staff work with students to encourage self-development and improvement.

There are a range of consequences that students may face if they breach College rules and expectations. These include, but are not limited to:

- Verbal or recorded warnings (in Student Management System)
- Removal from classroom or activity
- Parental contact (email or phone)
- Daily Monitoring cards
- Wednesday Academic Support
- Detention (lunch, Monday or Friday)
- Attendance at Formation Sessions / Guided Reflections
- Community Service
- Restrictions from participation in activities
- Positive Behaviour Management Plans
- Internal / External Suspension
- Probation status of enrolment
- Termination of enrolment

The consequences imposed will vary according to the circumstances, including the nature of the conduct and the prior record of the student.

10. Student Positive Behaviour Management Plans

Where the level of misbehaviour is considered by the College to be significant or where the behaviour is ongoing, individual Positive Behaviour Management Plans (PBMP) may be developed/put in place/implemented.

Plans will be negotiated between College staff, students and parents, and will consider the student's age, developmental needs and behavioural context.

The desired behaviour of the student will be clearly described. The plan will outline changes required to the learning environment to support the student to modify their behaviour. The College will refer the student to other available support and review, assess, and modify the plan as needed.

11. Suspension

Some behaviours that may result in a suspension include:

- Physical altercations
- Smoking while on College property, or outside of the College while wearing school uniform, or when representing the College. (Includes all types of cigarettes, vapes or tobacco/nicotine products)
- Theft
- Violence
- Bullying
- Aggressive or inappropriate behaviour towards other students or a staff member
- Intentional damage or defacing of College property
- Possession/use of drugs or alcohol

The matters above must be reported to the Dean of Pastoral Care to be investigated. The investigation process will be fair and provide the student with the opportunity to be heard. The findings of the investigation are presented, and the consequences discerned by relevant members of the Pastoral or College Leadership Teams.

For internal suspensions, the student is withdrawn from class and school routine, and supervised separately. For external suspension, students are required to stay home and the duty of care remains with parents. Before returning to school after a suspension, a Return to School meeting must be conducted. The time for this meeting will be communicated with the parent in writing.

During the suspension period, students are still required to submit assessment tasks. The submission of tasks may be made electronically or delivered to the College by the parents. Students are also required to complete a formative assignment and to stay on top of their classwork. During an external suspension, students may not come to the College premises.

12. Termination of Enrolment

The enrolment of the student might be terminated if:

- the above measures are unsuccessful, e.g. recurrent unacceptable behaviour and/or engagement
- the student is involved in a serious breach of the College rules.

In this case, the College Principal will meet the parents of the student to discuss and review the:

- Incident/event giving cause to the Termination of Enrolment.
- Procedure for investigating the incident/event.
- Rights and process of appeal.

13. Definitions

Parent(s) means a parent of a child, includes carers and legal guardians.

Principal means the head of Rosebank College, and responsible for the compliance with legislation and regulations.

College means Rosebank College.

Staff means all persons employed by Rosebank, paid or unpaid, on a casual or permanent basis, includes contractors and volunteers.

Student(s) means any person enrolled at the College. Includes former students.

14. Review

This Policy must be reviewed every 24 months.

Version control

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Previous versions:	2018