



## **HOLY CROSS BEHAVIOUR MANAGEMENT POLICY**

At Holy Cross we strive to create a culture of positive behaviour through a discipline system that protects all the learners' right to effective education, their right to human dignity and their right to security.

### **Our behaviour management system aims to:**

- Celebrate good behavior;
- Spell out the consistent and uniform actions in the event of infringements and thereby create a feeling of security amongst the learners, in that it is clear to all what is expected from them;
- Serve as a gauge for fair and reasonable actions in a safe, friendly environment for all learners and educators;
- Guide the daily functioning of the school and allow activities to happen in an orderly manner;
- Support the Ethos of the School;

The expected levels of good behaviour at Holy Cross Primary can be divided into these four main categories:

- 1. Respectful behavior;**
- 2. Peaceful and friendly behavior;**
- 3. Completion of tasks and homework;**
- 4. Adhering to dress code;**

The school has revised and formalized its discipline system to reward learners who show good behaviour and offer remediation to learners who are not conforming to expected levels of behaviour.

Grade 1 to 3 teachers use their own internal class system to encourage good behaviour and a sound work ethic according to the school's Code of Conduct for learners.

In Grade 4 to 7 a merit system is in place to encourage learners to work towards good behaviour and work ethic. This has in mind the following criteria applicable to academic, sport, cultural and community efforts:

<b>Criteria for issuing merits</b>	<b>Rewards</b>
1. When special effort has been made in class work, e.g. assignments and projects	• 10 merits - the learner will receive a certificate which will be awarded at assembly

<ol style="list-style-type: none"> <li>2. When learners have received 80% or more for the term's work or at the discretion of the teacher according to individual ability</li> <li>3. For a marked improvement, at teacher's discretion;</li> <li>4. Positive comments in workbooks.</li> <li>5. Enthusiastic participation in class work and in group work;</li> <li>6. Extraordinary helpfulness and good manners;</li> <li>7. Enthusiastic service to the school and community;</li> <li>8. Co-operative behavior;</li> <li>9. Displaying a positive and respectful attitude;</li> <li>10. Sensitivity to the needs and feelings of others;</li> <li>11. Care of the environment, tidying, recycling and litter collection;</li> <li>12. When exceptional effort has been put into work, but is not reflected in the final results;</li> <li>13. For going the extra mile (awarded at the discretion of the teacher;)</li> </ol>	<ul style="list-style-type: none"> <li>• 20 merits -the learner will receive a blue badge which will be awarded at assembly and may be worn on the blazer</li> <li>• 25 merits - silver certificate</li> <li>• 30 merits - silver badge</li> <li>• 35 merits – gold certificate</li> <li>• 40 merits - gold badge</li> <li>• 50 merits – permanent badge</li> </ul>
<b>Criteria for issuing demerits</b>	<b>Consequences</b>
<ul style="list-style-type: none"> <li>• Refer to the less serious offences (Category A) listed in the categories of offences table.</li> </ul>	<ul style="list-style-type: none"> <li>• Five demerits - Detention</li> <li>• Ten demerits - Principal's Detention / See Category B penalties.</li> </ul>

### **CATEGORIES OF OFFENCES AND POSITIVE REINFORCEMENT / PENALTIES**

<b>CATEGORIES OF OFFENCES</b>	<b>POSITIVE REINFORCEMENT / PENALTIES</b>
<p><b>A. Less Serious Offences</b></p> <ol style="list-style-type: none"> <li>1. Repeated disrespectful and disruptive behaviour, e.g. shouting out, back-chatting, bad language, etc.</li> <li>2. Incomplete homework/ leaving diary at home/ tests not signed / or work not handed in (at the discretion of the teacher);</li> <li>3. Disregard of classroom and school rules, e.g. chewing gum, eating in class, completing work during other teacher's lessons etc.</li> <li>4. Being late or out of class without a valid reason;</li> </ol>	<p><b>Penalties include:</b></p> <ul style="list-style-type: none"> <li>• Verbal warning</li> <li>• Offence is recorded by the member of staff involved</li> <li>• Issue of demerit by the member of staff involved</li> <li>• In the case of a demerit, parents/guardians will be informed via SMS</li> <li>• Break detention</li> </ul>

<ol style="list-style-type: none"> <li>5. Repeated failure to comply with requests regarding school uniform regulations, e.g. haircuts, hairstyles, jewellery, length of dresses, etc.</li> <li>6. Repeated irresponsibility, e.g. not bringing books, materials, stationary, PT kit and reply slips to school</li> <li>7. Repeatedly failing to excuse oneself or honour extra mural activities</li> <li>8. Gaining unauthorised access to computer room or other out-of-bounds areas</li> <li>9. Taking or hiding of school property or other people's possessions</li> <li>10. All offences not listed in Category B and C below</li> </ol>	
<p><b>B. Serious Offences</b>  <b>(REFER TO "PARAGRAPH H" IN THE CODE OF CONDUCT FOR LEARNERS)</b></p> <ol style="list-style-type: none"> <li>1. Willful damage to school property</li> <li>2. Willful damage to personal property of others</li> <li>3. Inappropriate or harmful physical contact on any member of the school community</li> <li>4. Stealing or any form of cheating</li> <li>5. Bullying (emotional, physical, verbal or cyber)</li> <li>6. Teasing / Taunting</li> <li>7. Swearing and /or verbal abuse</li> <li>8. Habitual repetition of any one or more Category A offences</li> </ol>	<p><b>Penalties include:</b></p> <ul style="list-style-type: none"> <li>• Final / Serious warning / Demerit given</li> <li>• Offence is recorded by the member of staff involved and HOD or Principal is informed</li> <li>• Parents informed personally</li> <li>• Teacher concerned and or HOD/Principal meet with parents</li> <li>• Pupil isolated or removed from classroom</li> <li>• Detention</li> <li>• Principal's detention</li> <li>• Excluded from certain privileges like camps, excursions, outings, etc.</li> </ul>
<p><b>C. Very Serious Offences</b>  <b>(REFER TO "PARAGRAPH H" IN THE CODE OF CONDUCT FOR LEARNERS)</b></p> <ol style="list-style-type: none"> <li>1. Any form of satanism or occultism</li> <li>2. Physical attack with malicious intent which may be deemed as being potentially dangerous to a member of the school community</li> <li>3. Used / in the possession of / sells / distributes a dangerous weapons or</li> </ol>	<p><b>Penalties include:</b></p> <ul style="list-style-type: none"> <li>• Offence is recorded by the member of staff involved</li> <li>• Offence is referred to HOD and/or Principal</li> <li>• Parents are informed in person and meet with HOD and or Principal</li> <li>• Pupil collected by parents or isolated pending further investigation and action</li> </ul>

<p>prohibited object, alcoholic liquor or any form of prohibited substance</p> <ol style="list-style-type: none"> <li>4. Use of obscene, profane or vulgar language or engage in communication or conduct that is racist, harassing, threatening, bullying or defamatory at school or on a social media platform that is related to the school</li> <li>5. Any form of undermining the Ethos of the school</li> <li>6. Sexual misconduct</li> <li>7. Contempt of authority by learners</li> <li>8. Any form of pornography</li> <li>9. Habitual repetition of any one or more Category B offences</li> </ol>	<ul style="list-style-type: none"> <li>• <b>Parents notified of School Disciplinary meeting which could lead to:</b> <ul style="list-style-type: none"> <li>○ Detention / Principal's Detention</li> <li>○ Internal disciplinary suspension or other form of penalty at the discretion of the School disciplinary committee (SDC)</li> <li>○ Precautionary suspension pending further investigation or prior to (SGB) Disciplinary</li> </ul> </li> <li>• <b>Disciplinary hearing (SGB) which could lead to:</b> <ul style="list-style-type: none"> <li>○ Any of the penalties referred to in A and B</li> <li>○ Suspension of the learner for up to 7 school days</li> <li>○ Expulsion of the learner from Holy Cross Primary School</li> <li>○ Formal report of offence to the relevant WCED District Office</li> </ul> </li> </ul>
<p><b>In each case, irrespective of the category of offence, the School will consider contextual factors where applicable and explore all possible avenues of remediation of the accused learner.</b></p>	

**UPDATED: MAY 2024**