

Grievance Procedures

1. Talk to the person about the problem. Discuss the matter directly with the person involved, respectfully stating the problem clearly and objectively. Try to resolve it in a way that respects the needs of those involved.
2. If you feel uncomfortable speak to an adult *at an appropriate time, with 'whom you feel comfortable'* such as a teacher or SSO to get help to solve the problem.
3. Allow a reasonable timeframe for the issue to be addressed.
4. If issue is unresolved, make a time to speak to the on-call person and your parent(s)/caregivers.
5. If the grievance is not addressed arrange a time for your parents and you to speak with the teacher (in the first instance).

Behaviour Supports

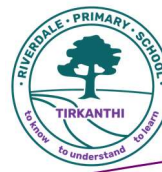
Staff will try to encourage students to make strong behaviour choices. Where possible, they will intervene and make proactive suggestions before a problem arises.

Proactive strategies;

- Highlighting desired behaviours
- Reminders
- Moving student seating/play area
- Suggesting a cool down
- Movement breaks
- Do-over
- Practice skill
- Community Service
- 1:1 talk time
- Refocus

Consequences;

- Refocus
- Time out
- Supported play
- Office intervention
- Take home
- Suspension
- Exclusion



Student Code of Conduct



CHILD FRIENDLY VERSION



RATIONAL

The behaviour management policies and procedure aim is to encourage students to take responsibility for their actions and to set guidelines which help promote a community that is safe, harmonious and positive environment in which all students can reach their full potential.

AT RIVERDALE, WE BELIEVE ALL STUDENTS CAN REACH THEIR FULL POTENTIAL.

SCHOOL POSITIVE STRATEGIES

Acknowledgements:

- Class/assembly certificates
- Positive behaviour notes home
- Leadership opportunities
- Representing school in events

ACTIONS

Students will;

- use behaviour that reflects the school's values—Respect, Equity, Honesty and Excellence.
- engage in their learning and participate in class activities.
- follow adult instructions.
- wear school uniform each day.
- be a positive member of the school community.
- take responsibility for their choices and accepting consequences for inappropriate behaviour.
- use skills and strategies taught to manage their own behaviour successfully and resolve issues with other (e.g. using 5 point scale, zones of regulation etc.).
- not be bystanders to inappropriate behaviour.
- use the Grievance Procedures to resolve issues.



Staff will;

- ensure students have a clear understanding of school values, school expectations, logical consequences and procedures.
- teach and reinforce the skills, strategies and language to make appropriate behaviour choices.
- teach and reinforce the child protection curriculum.
- uphold high standards in maintaining duty of care.
- be vigilant and proactive in addressing behaviour.
- model and consistently reinforce the school values and behaviour code.
- communicate concerns about individual student's behaviour to parents, other staff and leadership.
- follow behaviour management policy and procedures when responding to student behaviour.
- teach the definition of harassment and bullying and how to respond.
- seek external assistance to support student behaviours when required.

Parents will;

- be aware and support the school values and policies and encourage their children to follow them.
- follow the Grievance Procedures.
- tell their child/ren to speak with staff if they are feeling unsafe or have any questions or queries.
- work with the school to resolve issues positively.
- use the positive language and strategies in the classroom and yard to reinforce positive choices and behaviour.
- follow the parent Code of Conduct.