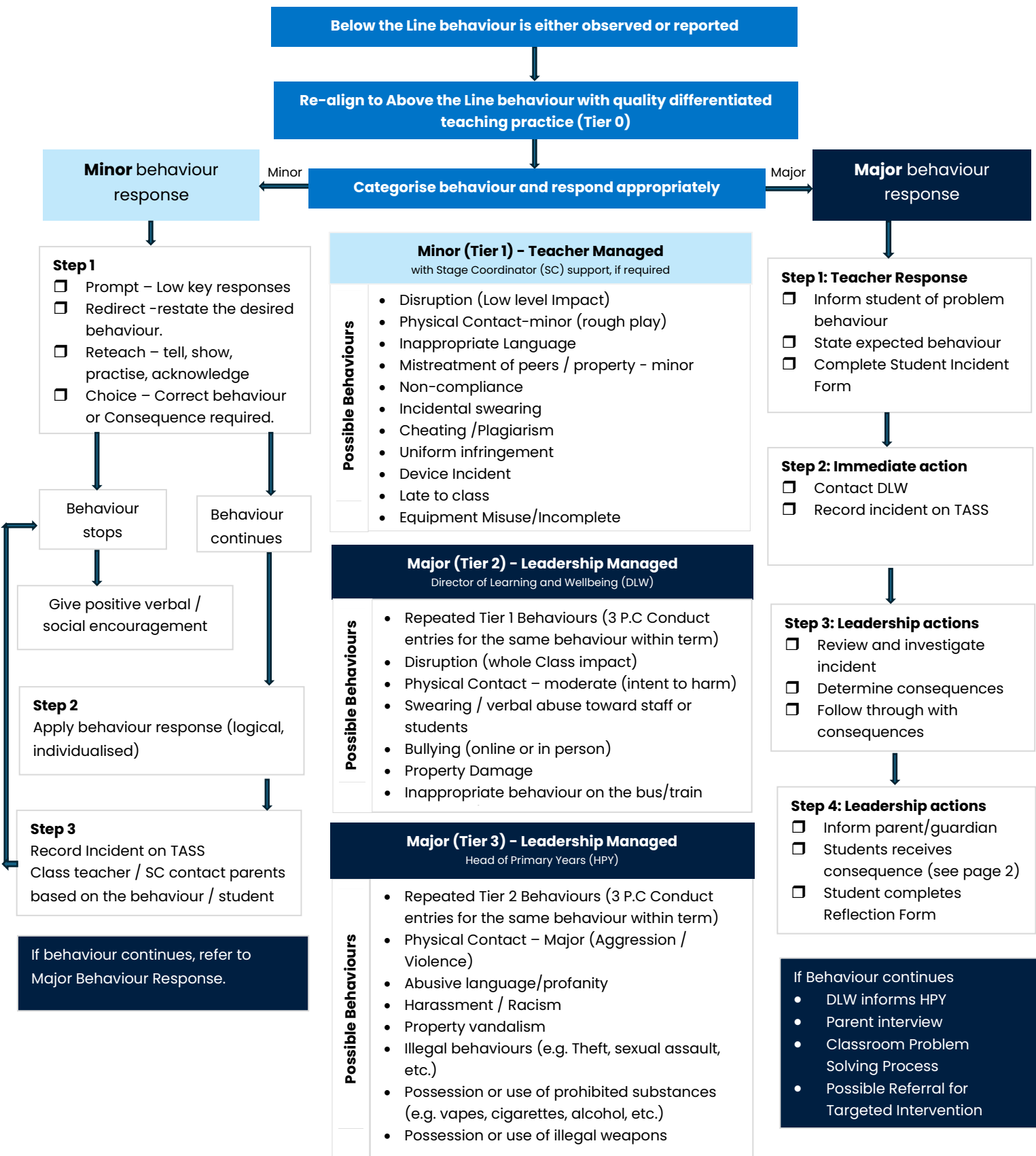


Behaviour Response Flowchart



Ensure that **Above the Line** behaviours are explicitly **taught and celebrated**

At PCS, our response to ALL Below the Line student behaviour is:

Calm, consistent, brief, immediate, respectful, and private

	Response	People involved
Tier 1	Classroom ☐ Conference – more direct teaching ☐ Temporary removal from activity ☐ Class Teacher Timeout – Students remains at class for 5-10 minutes at break time ☐ Community Service e.g. clean classroom or similar to match the issue ☐ Items confiscated – sent to Student Reception for student to retrieve after school. Class Teacher enters incident as PC Record in TASS by 4pm on the same day as incident occurred. ☐ Parent emailed if required. Playground ☐ Duty Teacher Timeout – Students walks with you or sits separately to other students for 5-10 minutes ☐ Removed from Activity ☐ Items confiscated – sent to Student Reception for student to retrieve after school. ☐ Community Service e.g. assist with packing equipment or collecting rubbish as appropriate. Duty Teacher enters incident as PC Record in TASS by 4pm on the same day as incident occurred and informs Class Teacher.	Classroom ☐ Class Teacher to apply behaviour response ☐ Class Teacher to refer to Stage Coordinator (SC) after 3 incidents within a fortnight, or if additional support is required. ☐ Director of Learning and Wellbeing (DLW) may support if behaviour patterns occur across faculties. ☐ Any alleged/possible bullying/harassment must be entered on TASS and referred to DLW to be investigated. Playground ☐ Duty Teacher to apply behaviour response ☐ DLW will support when behaviour patterns occur over time ☐ Any alleged/possible bullying/harassment must be entered on TASS and referred to DLW to be investigated. <i>For items that have been confiscated 3 times in a term, DLW informs parents and item is kept at Student Reception until parents arrange pick up.</i>
Tier 2	Classroom ☐ DLW contacted to support/withdraw ☐ DLW issues a yellow/red card to the student. ☐ Student completes Reflection Tool under supervision of the DLW. ☐ Student remains under the supervision of the DLW as required, with work to be completed as required. ☐ Student serves 1 Formal Timeout under supervision of DLW. <i>Note: 1 Formal Timeout is for the entirety of break (3-6 full session, K-2 is restricted play zone) with productive Reflection Tool as appropriate.</i> Playground ☐ Conference with DLW ☐ In Conference, strategies determined regarding choices. ☐ Restoration with peers / staff including a 5-part apology. ☐ Student serves 1 Formal Timeout under supervision of DLW or ☐ Student serves a minimum of 2 lunch reflections, or ☐ Student serves 1 After-School Reflection.	Classroom ☐ Class Teacher enters PC Record on TASS –Record sent to SC/DLW and Parents. ☐ DLW meets with student and teacher following class to discuss yellow/red card. ☐ Yellow/red card is taken home by student, signed by parents and returned to Class Teacher at the beginning of the next school day. ☐ DLW Informs parents of pathway forward if behaviour concerns continue, and arranges suitable time for Formal Timeout to be served. <i>Note: 1 Formal Timeout is for the entirety of break (3-6 full session, K-2 is restricted play zone) with productive Reflection Tool as appropriate.</i> Playground ☐ Duty Teacher enters PC Record on TASS ☐ DLW Informs parents, by phone call or email, of pathway forward if behaviour concerns continue, and arranges suitable time for Formal Timeout to be served. ☐ DLW to arrange suitable time for After-School Reflection/ withdrawal.
Tier 3	Classroom or Playground ☐ Student withdrawal for a suitable period of time – DLW or HPY collects student. ☐ Conference with DLW or HPY ☐ In Conference, strategies determined regarding choices. ☐ Restoration with peers / staff including a 5-part apology. ☐ Student withdrawn from class for ½ to 3 days, or; ☐ Student serves external suspension no shorter than 1 day and no longer than 4 days, or; ☐ Conditional Enrolment drafted at Principal's discretion – a significant breach of conditions may lead to termination of enrolment.	Classroom or Playground ☐ DLW enters PC Record on TASS and informs HPY ☐ HPY informs parents and staff of withdrawal / suspension ☐ HPY sends Letter of Suspension to parents and arranges Return from Suspension meeting ☐ Following suspension, student and parents meet with HPY to discuss future steps. ☐ Following meeting, student is placed on a Learning Accountability Card for a two-week period. ☐ If behaviour continues, a letter of Conditional Enrolment may be drafted by HOP and executed by Principal.