

## Discipline Policy

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Teachers take disciplinary action in a variety of ways and each teacher has his or her own special techniques for encouraging student's behaviour to bring about positive changes. Consequences for rule infractions should relate to the transgressions and their nature will vary with the ages of the children. A definite, sequential procedure for dealing with students who are requiring discipline has been established by the teachers. In all areas of discipline, close communication with parents is necessary and assumed to be part of the on-going support we are offering to our students. Documentation will be included in the student's files.

When a student has been accused of breaching a rule, the student shall be notified of that of which he/she is accused, with the essential facts of what he/she is alleged to have done. In more serious cases, notification shall also be given to a student's parents.

An accused student should be given an opportunity to tell his/her side of the story. The right to be heard is a fundamental element of procedural fairness. Where the stakes are minor, this can be satisfied by the principal or teacher asking the student to explain her/his actions. More serious matters require more formal investigation and documentation.

If a student is having ongoing problems with behaviour that is seen to be disrupting the learning, well-being, and/or safety of students, teachers, and themselves, the student will be referred to the behaviour and guidance stream. When a behaviour guidance does not produce a behaviour change in students, then a discipline plan is enacted.

### **Before behaviour guidance stream is enacted, steps will be taken to try to assist the child in improving this behaviour:**

- The class teacher will notify the parents and student that an observation period is necessary. *The class teacher with faculty support, will implement an observation period* the faculty will detail in writing the student's attitude to work, behaviour, and focus in class. The contents of this record will be shared with the parents at the end of each week or as agreed.
- From this *observation* information, the class teacher, behaviour and student support chair and parents will discuss behaviour strategies for improving the student's behaviour.

### **Behaviour Guidance Stream:**

- When behaviours are ongoing or concerning or unsafe or not conducive to learning
- Involves the development of a behaviour guidance plan with the support of the Chairs. The purpose of this is to work together as a team, with the goal of guiding a student to grow self-discipline and healthy personal, social and work habits.
- A behaviour guidance plan is a shared agreement between the Whistler Waldorf School and the parents and cannot be renegotiated spontaneously, and without a collaborative process involving all parties.

- Communication related to student behavior guidance plans is considered important and requires a response within 48 hours by both WWS staff and parents.
- If a behaviour guidance plan does not bring about a marked improvement this may result in a student being on a discipline plan, as determined by Chairs, Director of Education or Head of School. .

### Discipline Stream

- May include at one day suspension (in or out of school)
  - Work will be assigned by the school.
  - The purpose of this is to bring to focus in the student's mind that a recurring problem needs to be immediately remedied before they can attend class
  - *After a one day suspension, if there is a major incident or a few minor incidences (as outlined and defined in each individual discipline plan), then a probationary period will follow.*
- A probationary period is a fixed period when a student once again attends school but is under strict observance by their teachers, Chairs, Director of Education and Head of School
  - It is expected that self regulation and performance is improved significantly and immediately
  - The probation period is also accompanied by clear written documentation and goals and means the school's student support team is taking an active and intentional role in trying to support the student and manage the situation.
  - If during a probationary period, there are any major or a few minor incidences, there is a possibility of a two day suspension. This is considered a second chance.
- After a two day suspension, if there are any incidences during the determined probationary period, there may be expulsion.
- Should a teacher or other staff member deem a student's behaviour to be dangerous, extremely unruly, repetitious unacceptable behaviour, or uncooperative a teacher may, upon consultation with the Director of Education or Head of School may recommend an immediate suspension which means the student may need to be picked up by the parent/guardian. The decision for an immediate suspension rests with the Director of Education or Head of School. If there is potential for threatening or dangerous behaviour, the violent threat risk assessment protocol will be enacted.
- If the Head of School determines a student's attitude is so negative that fruitful learning is unlikely, either for the student or for the rest of the class, or if their behaviour is compromising the safety and security of fellow students and teachers, a student may be expelled.

- With help from parents, we hope that this system will lead to greater clarity for us all and will help our students to grow in their self-discipline.

**In Summary: (From Parent Handbook)**

- The student and the student's parent(s)/legal guardian(s) will be informed of the matter
- The decision maker will act in a manner which is unbiased and open-minded, and in accordance with the school Discipline Policy.
- The decision maker may conduct or direct a reasonable investigation into the situation, and may collect whatever evidence and conduct whatever interviews the decision maker believes to be relevant and necessary.
- The student and/or the student's parent(s)/legal guardian(s) will be given a reasonable opportunity to make oral or written submissions to the decision maker on the discipline plan.
- The student and the student's parent(s)/legal guardian(s) will be informed of and given the opportunity to respond to all information which might influence the decision, prior to the decision being made; and
- The student and the student's parent(s)/legal guardian(s) will be informed of the reasons for the decision in a timely manner, and the decision will be final and binding on all parties.
  - Parents and school understand and agree that the collaboratively designed discipline is a shared agreement.

*The Director of Education or Head of School may unilaterally terminate a student's enrolment, upon written notice to the parents, if it has been determined that student or staff safety may be at risk, and/or if school policy, including but not limited to our Discipline Policy, Communication and Grievance Policy, School Code of Conduct or Admissions and Financial Policies have been breached or are not met. Parents may appeal the decision in accordance with the school's Communications and Grievance Policy.*