St Rita’s School Behaviour Learning

**Behaviour Support Process**

1. Staff member completes referral form for KTL

2. Student is asked to leave classroom, learning area or playground due to repeated Level 1, Level 2 or first instance of Level 3 behaviours. Student goes to school office.

3. The student will have time away from the learning or play area to - if necessary - cool down or calm down, and work through a process which aims to improve their behaviour, provide restitution and prevent repeated offence.

4. Student works through a behaviour improvement process with supervised support. This may be provided by Principal, Assistant Principals, Guidance Counsellor, Learning Support Teacher, or a teacher not involved with the particular incident but able to provide supervisory support.

5. The staff member supervising the process will determine with the student and, where necessary, the staff member and / or other students involved, when the student is ready to return to the classroom, learning area or playground.

6. Student satisfactorily completes re-entry process (eg. restitution through recognising poor choice, apology and intent to change behaviour). This could also include a mediation process if appropriate.

7. Monitoring process – class teacher and/or KTL supervisor monitors future behaviours.

8. Outline of negative behaviour is recorded on School KTL Database by staff member supervising the KTL indicating which rules have been compromised and level of consequence. *Database filed in Staff/Behaviour Learning/Referral database*