

## **Discipline Policy**

Here at TOTeM we are committed to trying to help you manage your behaviours with strategies that work. In supporting this you will be given a series of warnings, to give you a chance to stop, think and act in regard to your behaviour. We will not just ask you to leave the class without giving you the chance to change your behaviour.

### **Sanctions will be given for the following behaviours:**

- Not following the expectations set by the students and staff of the TOTeM program.
- Disrupting the learning of another student
- Refusing to work
- Inappropriate verbal comments to staff and students
- Physical and or verbal intimidation towards another students or member of staff
- Bullying
- Sexist/racist/homophobic behaviour

### **The process:**

#### **Stage One: Verbal Warning from staff**

Staff will place a card in front of you that reads 'verbal warning'. You will get an explanation as to why you received it and you need to take the opportunity to STOP the behaviour.

#### **Stage Two: Yellow Card Warning**

If you continue the same behaviour after you have been given a verbal warning, staff will tell you why and then issue you with a yellow card. Again this is to give you the opportunity to STOP the behaviour.

#### **Stage three: Red Card**

If it seems that you are not taking the opportunity to STOP, THINK and ACT and the negative behaviour continues, you will be issued a red card. When a student receives a red card they will be asked to leave the classroom with a TOTeM staff member to complete a reflection form.

The student may then be asked to complete the remainder of the lesson out of the class room, or return to the classroom to work.

*If a student refuses to leave the room following the issue of a red card, this will lead to two red cards being given. The student may run the risk of being asked to leave TOTeM and return home for the rest of the day. Two red cards on any given day will lead to a phone call home to your parent/carer.*

**SO REMEMBER THE SANCTIONS GIVE YOU THE CHANCE TO STOP, THINK AND ACT IN A POSITIVE WAY. THE TIME TO REFLECT ON THE BEHAVIOUR AND DISCONTINUE IT!!!**