Policy and Practice

The College operates under the Department of Education and Child Development guidelines on Suspension, Exclusion and Expulsion.

The following serious incidents are the ones that require direct referral to the Assistant or Deputy Principal.

- Fighting or physical violence
- Behaviour that is dangerous to themselves or others
- Use or possession of illegal drugs.
- Use of, or under the influence of, alcohol or drugs
- Ongoing verbal or physical harassment or harassment that is of a racial and/or sexual nature

The minimum consequence will be a suspension.

All consequences will be discussed with the Care Group Teacher, Year Level Manager and Assistant Principal.

Countering Smoking

Windsor Gardens Secondary College has a policy that no smoking is allowed on school grounds.

This policy is within the legal requirements of the Department of Education and Child Development sites and reflects also the beliefs of the College community that addiction to tobacco is a problem in our community.

- Drug education is a regular part of the College’s curriculum
- Advice for young people about the dangers of smoking is available from Care Group Teachers, Year Level Managers and Student Counsellors
- Students found smoking will be given a detention
- Students regularly found smoking will be suspended

Students Absent without Permission

- Students who are absent from class without permission are given detentions to make up the missing work
- Ongoing issues regarding attendance will be followed up with parents, Care Group Teacher and Year Level Manager

BEHAVIOUR MANAGEMENT CODE

July 2015

Create
Inspire
Excel

Talk to a student counsellor or a teacher you trust if you have a grievance or an issue that concerns the College environment.

behaviour management code

Policy and Practice

Behaviour Code
NO HARASSMENT/BULLYING

- No bullying through information and communication technologies (Cyber bullying)
- Repeated verbal, physical, or social behaviour that is harmful and degrading is not tolerated
- Respect others sexuality, age and disability

NO HARASSMENT/BULLYING

- Never put yourself down
- Work to achieve at the highest level
- Take responsibility for your own safety
- Report unsafe behaviour

OTHER PEOPLE, THEIR BELIEFS AND CULTURES

- Show courtesy, care and compassion every day
- Say no to racism
- No harassment - verbal, physical, sexual, racial or emotional
- Do not discriminate against people; treat others as you would like to be treated

THE WORKPLACE

- Follow all safety procedures
- Follow the uniform code and dress appropriately for the lesson
- Care for and not damage school property or that of any other staff or student
- Reflect positively on the college image and role model good behaviour in the community
- Keep the college drug free

TEACHERS

- Respect the right of the teacher to teach
- Be punctual and attend all lessons
- Be prepared with all relevant materials and equipment
- Be engaged with your learning
- Interact with staff in a positive manner
- Meet all deadlines
- Discuss your work and learning needs with your teachers

THE COLLEGE POLICIES

- Behaviour Management Code
- Behaviour Case Management
- Information and Communication Technology
- Uniform Policy
- Anti-Harassment and Grievance Procedures
- Attendance
- Drugs and Alcohol
- Parents’ Guide to raising a concern or complaint at WGSC

TAKE RESPONSIBILITY FOR YOUR OWN ACTIONS

- Respect others sexuality, age and disability
- Never put yourself down
- Work to achieve at the highest level
- Take responsibility for your own safety
- Report unsafe behaviour
- Show courtesy, care and compassion every day
- Say no to racism
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