

# **TROCHU VALLEY SCHOOL**

## **DISCIPLINE PLAN**

### **Our Philosophy Statement:**

We believe in providing a safe, nurturing and physically comfortable learning environment for all. In order to promote and maintain a positive school environment, students are taught the responsibilities of self-discipline. Discipline is about developing and creating appropriate behaviors.

### **Physical Expectations**

- No violence at any time
- No inappropriate touching
- No rough play
- Walk quietly in halls

### **Language Expectations**

- No swearing, inappropriate language at any time – this includes racial slurs
- No name-calling, put-downs

### **Respect Expectations**

- No disrespectful behavior or defiance
- No vandalism, stealing or defacing property
- No willful disobedience to any adult in our school
- Attend class on time and prepared
- Work diligently in class and complete assignments in a timely manner
- No skipping or unexcused absences
- No hats
- No inappropriate use of cell phones
- Dress in an age appropriate and modest manner

There is a Zero Tolerance policy on violence, drugs / alcohol, harassment and weapons in the school division. We will follow Golden Hills School Division procedures concerning these issues.

## **Discipline Referral Plan**

Each classroom teacher should utilize his or her own behaviour management plans within his or her classroom. When a child exhausts the options within a teacher's plan, the child will enter the Trochu Valley school wide discipline plan described below.

**The following four-step plan will be followed should a child receive a discipline referral form for the above behaviours:**

### **Step 1:**

- An incident report will be placed in administrators mailbox
- Administration will follow up and file the report in the binder
- An apology will be given

### **Step 2:**

- An incident report will be handed directly to the administration
- Administration will contact the parent
- Report will be filed in the binder
- An apology will be given

### **Step 3:**

- An incident report will be handed directly to the administration
- An ISS will most likely occur
- Parents and child will have a conference with the Intervention Team
- At this point the student may be risking loss of privileges such as participation in extracurricular activities, and field trips
- An apology will be given

### **Step 4:**

- An incident report will be filed
- Student will be given an out-of-school suspension following a 1-3-5 procedure (one day, three day, five day)
- A behaviour plan will be developed and signed before the child returns to school
- An apology will be given

**Repeat offenses will result in the student repeating step four and / or any additional terms written in the behavior plan.**

**At any point the admin team may place a student on a lower step if there is an improvement.**