



# **SADDLEWORTH PRIMARY SCHOOL** **PERSONAL RESPONSIBILITY POLICY**

The purpose of this policy is to outline the position of Saddleworth Primary School in relation to student personal responsibility and provide guidance for school procedures in this area. It aims to promote productive behaviours and prevent unproductive behaviours, to create a safe and supportive environment which enhances learning.

## **Our School Vision – Inclusive, Respectful Community**

**Our shared school commitment is to provide a productive learning environment where respectful relationships are key to ensuring everyone feels safe and supported.**

We hold each other accountable to this commitment by:

- Demonstrating respect for each person in our school and the school's environment and facilities
- Demonstrating quality relationships where no words or actions can cause hurt or harm.
- Demonstrating a willingness to restore relationships that become damaged by reflecting on our words and actions and recognising the impact our choices have on others.
- Show an active commitment to learning, working towards learning goals, striving to achieve our own level of personal excellence.
- Respect the right of every student to learn and every teacher to teach.
- Follow directions given by all staff.

## **Relationships**

To create and maintain productive learning spaces, school staff, students and parents recognise the importance of maintaining and building strong positive relationships across the school, understanding the impact of our behaviour on others.

Unproductive behaviours impact on everyone else in the learning environment. In order to support students to recognise their personal responsibility, unproductive behaviours inside and outside the classroom will be identified and addressed.

The following procedures are designed to respond age appropriately to students when their actions are not aligned to our shared community commitment and to support them in adopting behaviours that help them and others to learn in a safe environment.

# **PERSONAL RESPONSIBILITY PROCEDURES**

<b>CLASSROOM &amp; PLAYGROUND</b>
<b>1. Informal conversation between student(s) and staff member.</b>
<b>2. Impact of behaviour and consequence identified.</b>
<b>3. Reflection time on dedicated seat.</b>
<b>4. Restoration of relationships and return to class/play.</b>
<b>5. If the behaviour continues or is persistent an individual Personal Responsibility Plan will be established.</b>

The four step process will be skipped in the event of:

**Verbal Assault (including swearing)**

**Physical Assault**

**Bullying**

**Leaving School Grounds**

**Threatening Safety or Wellbeing**

**The principal or their delegate withdraws the student from the class or playground.**

**Families will be notified and details entered on EDSAS. In extreme cases, student behaviour may result in Suspension, Exclusion or Expulsion as per Department for Education SEE procedures.**

**Serious breaches that diminish the school's duty of care will be responded to more directly and immediately and may include police involvement.**