

## DISCIPLINE POLICY

### Care Coordinating Group: Supporting Student Needs

Many diverse student needs can be met within the classroom environment. When students need additional support in the social, behavioural, or academic realm, they are referred to the CCG (Care Coordinating Group) who coordinate additional student support. The CCG is a committee that meets weekly and is comprised of teachers, the Student Resource Counsellor, and the Education Director. The CCG works in collaboration with teachers and caregivers to support student needs. Teachers, staff members, caregivers, or students can make referrals to the CCG. When a student is referred to the CCG committee, caregivers are informed by the student's lead teacher who keeps families informed about supports being put in place.

Students with special needs may qualify for a special education grant from the BC Ministry of Education. These funds are used to pay for services to meet student needs. Services could include learning assistance, counselling, and working with educational support staff (educational assistants). Sunrise Waldorf School may ask caregivers to have their student assessed by a professional to determine if the student qualifies for special education funding. Please speak to the Education Director or Head of School if you believe your child may qualify for funding.

### The Heartbeat of Discipline

Our aim is to provide a safe and caring environment, conducive to learning, within which each child's full potential may unfold. Care for others, ourselves, our school, and our work is an integral part of learning. An environment with strong rhythms, routines, and expectations creates an optimal learning environment for students. Sunrise Waldorf School teachers strive to provide lessons that meet the developmental needs of students while providing structure and clear boundaries. Teachers prepare classroom guidance plans so that they can approach student behaviour and guidance thoughtfully and proactively.

If students are needing guidance with their behaviour, the Care Coordinating Group works in collaboration with teachers. Support begins with light holding and moves toward moderate and close holding, as needed. Light holding includes pedagogical and curriculum-based approaches. Moderate holding includes methods, such as, movements breaks, alternate seating, preview and review, redirecting students, and Check-In and Go plans. Moderate holding can also include a support circle meeting with caregivers and teachers. Close holding can include Behaviour Change Plans, Goals and Achievement Agreements, and Check-In-and Stay Plans.

Serious incidences including harming others or unsafe behaviour will be reported to parents through an incident report.

## Student Code of Conduct

To create a safe, inclusive school community for students and adults, students are asked to uphold the following behaviours:

### Social and Emotional Wellbeing

- Be polite and courteous to teachers, staff, fellow students, and guests.
- Speak positively about others and refrain from put-downs.
- Seek help from teachers and staff if you witness unkind behaviour.
- Valuing diversity and being inclusive are central to Sunrise Waldorf School's ideals. Students are expected to uphold these values in their behaviour towards others.

### Physical Safety

- Students are asked to walk in hallways. Running is for recess, outside.
- Wear appropriate clothing – see the Dress Code.
- Please refrain from climbing structures, buildings, trees, and fences. Helmet must be worn for biking or rollerblading on campus.
- Dangerous items such as knives, or anything that could be a weapon, and lighters, etc. should stay at home.
- Students are asked to stay on school property at all times during school hours.
- Some games and activities may include physical contact. Students are encouraged to express themselves if they feel uncomfortable in any situation. Consent and respect are important when making physical contact, for example in PE.
- If a student is angry or frustrated, they are encouraged to talk to a teacher or staff member who will help them process their feelings while keeping themselves and others safe.
- Treat the school and grounds with love and respect by picking up garbage, cleaning up after yourself, refraining from graffiti and vandalism. Report areas that need attention to the front office.
- Students are to be outside during recess unless a special arrangement has been made with the teacher, recess teacher or office.
- The offices of the Counselling and Resource Teacher, the Education Director and the Head of School can be safe spaces for students who need time away from the class. Students who are feeling unwell are welcomed to take some time to sit in the chairs outside the main office.
- Students are asked to notify a teacher or staff member if they are leaving a space for any reason, for example going to the washroom, rejoining their class, or going with a parent/caregiver.

### Study environment

- Students can demonstrate good learning habits by carefully following the guidance and instructions of teachers and staff. Teachers clearly communicate expectations to students and these expectations are outlined in classroom guidance plans.

- Students and teachers work together to create classroom strategies that can support students' skills in the areas of focus and self-regulation.
- Toys, gum, and other distracting items should stay at home.
- Following classroom agreements, rhythms, and routines creates form and predictability for the whole class and will support learning and growth for all.

## Suspension and Expulsion Policy

Sunrise Waldorf School may suspend students whose behaviour/attitude is harmful or threatening to others or themselves. Sunrise Waldorf School recognizes the need for flexibility in meeting individual behaviour and developmental needs. All suspensions will be accompanied by an Incident Report.

Expulsion may result when the school finds the behaviours of a particular child exceed the school's ability to be available equally and fairly to all students. Before expelling a student, the school will have:

- Informed parents of concerns.
- Kept anecdotal notes of incidents, language, conversations with dates.
- Brought the situation to the attention of the CCG and Education Director.
- Led by the Education Director and the CCG, pursued a support plan to help the student make changes to their behaviour over time.
- If the interventions are unable to address the behavioural challenges, then the school will consider expulsion. Immediate expulsion may occur from a serious incident causing harm to another person or part of the Sunrise facility. The final decision to expel a student is up to the Head of School following consultation with teachers, staff, the Education Director, the CCG, and the parents.