**DISCIPLINE AUDIT**

**EXECUTIVE SUMMARY - MULGILDIE SS**

**DATE OF AUDIT: 26 AUGUST 2014**

**Background:**
Mulgildie SS is located approximately 20 kilometres outside of Monto, within the Central Queensland education region. The Prep to Year 7 school was first established in 1927 and has a current enrolment of approximately 39 students. The Principal, Kelly Low, was appointed to the school in 2012.

**Commendations:**
- The school has a very positive and respectful environment that provides a solid foundation for the effective delivery of quality teaching and learning.
- The school has committed to initiating staff professional development to ensure a consistent approach to the use of OneSchool to track and review student behaviour.
- Teacher aides play an integral role in contributing to the positive school tone and are providing a high level of quality support in the classrooms. They are included in behaviour management related professional development in order to extend their skills in delivering targeted student support.
- The school has a highly visible matrix that provides clarity around the school rules and this allows students to understand what they mean across a range of different school contexts.
- The school has recently introduced a *Student Data Notebook* that is actively encouraging students to be involved in their own learning and includes self-monitoring of attendance.

**Affirmations:**
- The Principal is in contact with local secondary schools to develop a Junior Secondary transition program to assist senior primary students in the transition to Junior Secondary in 2015.
- The school has a small number of positive behaviour expectations: *Be Safe, Be Responsible, Be Respectful* and they are well known and visible around the school. The Principal is using the assembly, school’s website and school newsletters to promote these expectations to students and parents.
- The school is acknowledging positive student behaviour through the use of incentives such as, *GOTCHA* awards, stickers and *Student of the Week*.

**Recommendations:**
- Continue to promote the value of the school’s positive tone to the broader school community, to ensure the school can maintain its reputation as a safe and engaging site.
- Review and renew the Responsible Behaviour Plan for Students (RBPS) to ensure alignment to school values. Include community and student input to ensure their support and understanding. Ensure the document has been endorsed by all relevant parties.
- Introduce a matrix for rating individual student Behaviour and Effort as part of the formal student reports at the end of each semester. Ensure that the matrix is aligned to the school rules and that it is strongly promoted to the community in order to clarify and support teacher judgements.
- Commence a whole school approach to entering behaviour data in OneSchool and explore the potential of the OneSchool Class Dashboard in order to set and track targets around student attendance and behaviour.
- Create a regular agenda item within the regular staff meetings to ensure the effective monitoring of data sets that include behaviour and attendance. Use this agenda item to collaboratively create, review and refine behaviour and attendance programs and also include the celebration of data successes.
- Develop a professional development plan that includes behaviour management and use the feedback from the key stakeholders to identify and deliver to targeted areas. Staff members should include this activity as part of the staff’s Developing Performance Framework (DPF) plans.
- Design and implement a formal Staff, Student and Parent Induction Handbook that includes the school’s rules, programs, expectations and processes that include managing student behaviour and attendance.