



Albany Hills Outside School Hours Care Service

Responsible Behaviour Plan for Students



OSHC RULES

Be Respectful

Be Responsible

Be Courteous

Be Safe

These rules are expectations for all students when at the Outside School Hours Care Service.

Below are the expected behaviour standards that children will adhere to during different activities and routines while they are at OSHC.

General Interactions	Meal Times	Play Times
Co-operative	Follow directions of educators	Follow directions of educators
Use manners	Use quiet voices	Be safety conscious
Respectful	Sitting during meal times	Wear hats for outdoor play
Tidy	Rubbish will go in bins	Don't go out of bounds
Independent	No running in meal areas	Walking on cement areas
Punctual		Never leave an area without asking an educator first.
Responsible	No Playing	
Helpful		

Responsible Behaviour Steps:

Step 1 – 1st Warning from educator on behaviour and reminded of rules.

Step 2 – 2nd Warning from educator on an unacceptable behaviour on that same day.

Step 3 – Time to reflect upon behaviour away from area or activity

Step 4 - Discussion with Coordinator or Responsible person in charge and an incident report completed and signed by parents.

Step 5 – If behaviour continues a Blue Card will be issued to the child and they will be responsible for presenting to parents upon pick up. (3 Blue Cards per term will result in a Red Card)

Step 6 – If behaviour does not improve a Red Card will be issued and a parent meeting will occur and possible exclusion from OSHC may occur.

Table of Levels of Behaviour, Descriptions and Consequences

Be respectful
Be responsible
Be courteous
Be safe

Level	Behaviour	Consequences
1 <i>Expected Behaviour</i> <i>Students manage own behaviour</i>	Student at this level: <ul style="list-style-type: none"> • is helpful and cooperates with others • follows instructions & interacts well with educators • respects self and rights of others • makes a reasonable effort on tasks • is self-disciplined • follows directions and rules 	Consequences may include: <ul style="list-style-type: none"> • Students participate in all OSHC activities • Educators will indicate behaviour & social development is good or excellent • Rewards or incentives may be given • 'Gotcha Goanna' reward system • Instant Recognition – Super stars chart • Rights and privileges of students are recognised and honoured

Level	Behaviour	Consequences	Level	Behaviour	Consequences
2 Minor Behaviour Students need educator guidance to manage own behaviour	Students at this level: <ul style="list-style-type: none"> • Have been given verbal warnings about behaviour • have been given time to reflect on behaviour • were involved in low level physical misconduct • ignores the rights of others in the OSHC • are not cooperating with educators or students • are frequently disruptive during activities or routine times • are behaving unacceptably by: <ul style="list-style-type: none"> - calling others names - making noises during quiet times - interfering with property of others - using inappropriate language (written/verbal) - endangering others' safety, including throwing objects - repeatedly out of bounds - possession of banned items - Bullying and / or discrimination according to gender, race, ability including through electronic or other means. 	Consequences may include: <ul style="list-style-type: none"> • Blue card – Limited activity options at OSHC and parents reported to on behaviour • Rule reminder with warning • Student explains behaviour • Student reflects behaviour in independent space • Student / Educator member discussion • Verbal / written apology • Students given opportunity to work out behaviour for themselves • Removal of banned items <ul style="list-style-type: none"> • Students may be exempted from: • OSHC excursions • Special activities such as craft, cooking, incursions, Modular buildings, Oval • Student advised of consequences of next Level 	3 Major Behaviour Students need educator and parental guidance to manage own behaviour	Student at this level: <ul style="list-style-type: none"> • continues Level 2 behaviour • has received 3 blue cards in a term • continues to ignore the rights of others in the OSHC environment • may be placed directly on Level for misconduct: <ul style="list-style-type: none"> - bullying - low level physical abuse of educators - low level verbal abuse of staff - blatant refusal to follow staff direction - intentional injury to another student - Serious physical aggression - fighting - wilful destruction of school and/or personal property - stealing - possession of weapons or dangerous items - vandalism / graffiti - leaving OSH activity area or excursion without permission - Major dishonesty <p style="text-align: center;">OR</p> <p style="text-align: center;"><u>Any activity that contravenes the Criminal Code</u></p>	Consequences may include: <ul style="list-style-type: none"> • Red card – Suspension or possible permanent exclusion from OSHC • Letter outlining strategies implemented by educators sent to parents • Parents asked to attend a meeting with student, educator and Management • Bullying policy may be invoked • OSHC suspension (1 - 5 days) <ul style="list-style-type: none"> • Re-entry meeting • Students may be exempted from: • OSHC excursions • OSHC specific activities <p>Additional Consequences at this Level:</p> <ul style="list-style-type: none"> • Student placed on behaviour contract

Educators will reinforce children's behaviour by commending and praising acceptable behaviour and positive behaviour choices when at OSHC.