

# Aspendale Primary School

“Learning for Life”

## Positive Behaviour for Learning

### Student Handbook

Passion



Commitment

Respect

Empathy

Integrity

# Welcome

Dear Students,

Welcome to Aspendale Primary School and a great year of discovery, fun and working together to build our positive and happy learning environment.

We look forward to working together with the whole school community including staff, students, parents and the local community to ensure everyone is recognising and following our Positive Behaviour for Learning (PBL) philosophy.

This handbook will outline the expectations we have at Aspendale Primary School to ensure there is a happy and positive learning environment for everyone.

It talks about our five core values, passion, respect, integrity, commitment and empathy. These values will be demonstrated and spoken about every day. Our teachers will be conducting lessons around our values to help support and embed our PBL philosophy.

We look forward to working with you on our PBL journey.

# Our Values

At Aspendale Primary School we believe everyone has the right to fully participate in an inclusive, supportive and safe learning environment. We encourage all students to care for themselves, others, their learning and our school. We have five core values that underpin all the behaviours within our school.

We are **passionate**

We are **respectful**

We act with **integrity**

We are **committed**

We are **empathetic**

When we learn about our school values some of the key areas we talk about are identified through our PBL matrix (on the next page).

Our teachers use the PBL matrix to teach lessons where we learn how to act and how we can help ourselves and others feel ready to learn and play. Our matrix shows what is expected when we are in different areas of our school. We learn these skills so we know how to make positive choices to help everyone feel safe and supported at our school.

# PBL Behaviour Matrix

We are:	Passionate	Respectful	Acting with Integrity	Committed	Empathetic
	We will:	We will:	We will:	We will:	We will:
<b>In the classroom</b>	*Share our learning *Be curious *Take care of our belongings	*Follow class agreement *Use active listening *Be friendly and kind	*Always do the right thing *Be honest *Be reflective *Take turns	*Take responsibility for own learning *Seek help if required *Work through challenges	*Listen carefully *Include others *Consider others' feelings
<b>At the toilets</b>	*Use facilities safely *Wash hands with soap	*Take care of equipment *Use bins and toilets appropriately *Make good choices	*Observe everyone's right to privacy *Use quiet voices *Enter and exit promptly	*Flush toilet paper in toilets *Report problems to the office *Turn off taps after use	*Leave toilets clean for others *Be patient
<b>Moving around the school</b>	*Take care of our common spaces *Be positive role models	*Move around buildings slowly *Follow instructions *Be aware of surroundings	*Consider best choice of partner *Use time wisely	*Return to class promptly *Stick to your task	*Be mindful of others' personal space bubbles *Use quiet voices
<b>At the office/first aid room (FA)</b>	*Be clear about our purpose *Do our job responsibly	*Use manners *Listen carefully to instructions *Speak politely	*Hand in found items *Ask before going to office/ First Aid	*Finish jobs you are asked to do	*Wait patiently *Help people if asked *Care for friend in First Aid room (if allowed)
<b>At the canteen</b>	*Be clear about our order *Be thankful to the volunteers	*Use bins for rubbish *Stay in line and wait your turn *Speak quietly	*Buy and eat our own food *Use our own money *Take turns	*Only buy items we want	*Wait patiently for our turn *Help others as needed
<b>In the outdoor play spaces, gardens, and courtyard</b>	*Care about our environment *Look after gardens and equipment *Speak and act positively	*Take care of play/sport equipment *Take rubbish home *Listen to adults on duty *Be Sunsmart	*Share play spaces / equipment with others *Stay in our play area *Be positive bystanders *Walk bikes/scooters	*Have a plan *Play fairly and safely *Line up when music playing *Use teamwork *Stick to rules of games	*Include others when playing *Look out for each other *Take care of our wildlife
<b>In the community</b>	*Be friendly *Show pride in our school and uniform	*Listen to adults *Follow instructions *Look after our belongings	*Be safe on roads *Pick up our litter *Be good role models	*Be organised *Be engaged in activities *Try my best always	*Look out for each other *Show awareness of different cultures/people
<b>ALL SETTINGS</b>	*Participate enthusiastically *Keep an open mind	*Listen to others *Keep hands & feet to self *Talk nicely *Use manners	*Place rubbish in bins *Take care of the environment *Be honest	*Work toward learning goals *Have a growth mindset *Use our 5 finger rule *Use my zones of regulation strategies	*Help others in need *Be kind and calm *Be polite

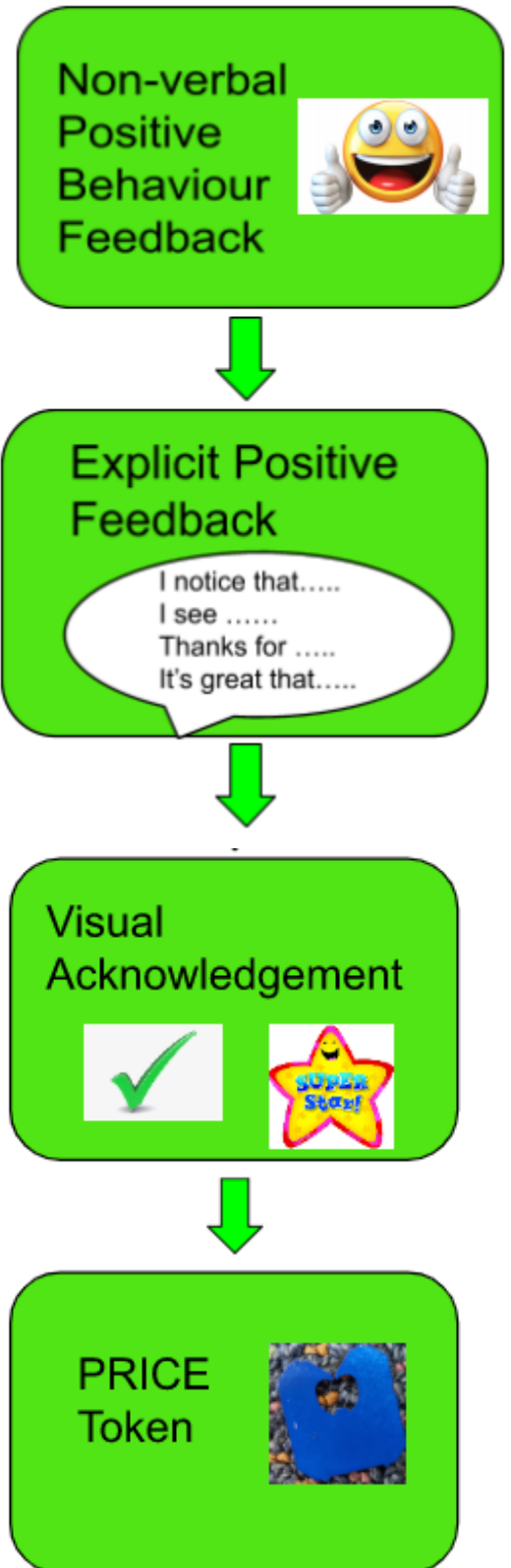
# Positive Behaviour Tokens

At our school when we make positive choices and demonstrate the school values we can be issued with PRICE tokens. Everyone has an individual values chart in their classroom where tokens are tallied. Your teacher will help you keep track of your tokens.

We also have a token redemption system. There are lots of items that you can redeem tokens for. Different rewards are worth different numbers of tokens, some items are worth 10 tokens for example while some are worth 50.

You get to decide whether to cash in your tokens for something small or hold on to them for something bigger. When you are ready to cash in your tokens for a reward you simply speak to your teacher to arrange it.

## Positive Behaviour Feedback



# Behaviour Response Continuum

At Aspendale Primary School our teachers work really hard to teach the skills needed for every student to be the best they can be.

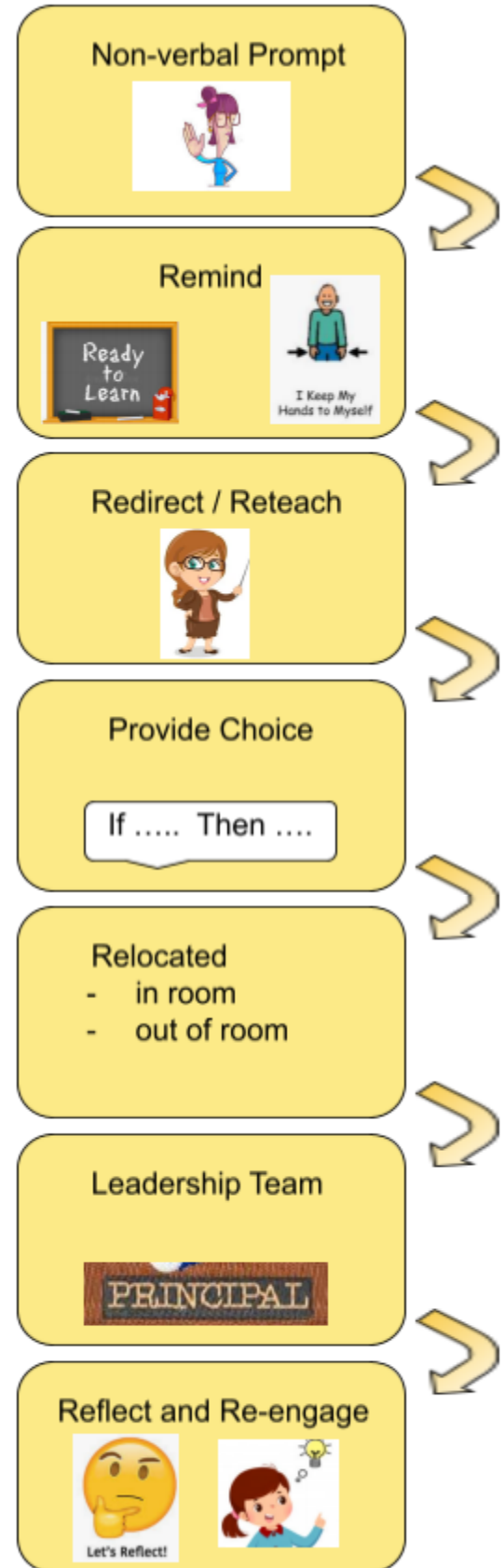
Some of the ways teachers help us are:

- Rewarding positive behaviours with praise and values tokens
- Teaching us the school values and expected behaviours on our matrix
- Showing us the right way to behave if sometimes we don't make a good choice
- Setting up our learning environments to help us learn and feel safe

There may be times however when we don't show the school values properly and we need reminding of what is expected.

Our teachers will follow the Behaviour Response Continuum (shown to the right) to put us on the right path. Some behaviours will attract an immediate consequence such as relocating to a different space or walking with the teacher on yard duty. Most behaviours will attract a reminder of what the school expectation is and some might require our details to be recorded.

If we continue having difficulty we may also need to complete a Behaviour Reflection Form, or spend time catching up on incomplete work.



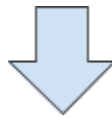
# What to do if I need help

Sometimes people at school don't always make a positive choice and it can make people feel sad, hurt or unsafe. At our school all the teachers want you to feel happy and safe at all times, so if you are having a problem with someone this is what you can do.

## **TELL THEM TO STOP**

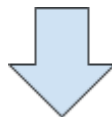
If someone is not being nice, that is not ok.  
Tell them to stop, that you don't like what they're doing and move away from them.

**If you have been hurt you must go straight to a teacher.**



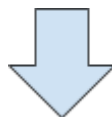
## **IF THEY DON'T STOP**

If the person does not stop, then you need to ask for help.  
Go to a teacher and tell them what has happened.



## **HOW WILL THE TEACHER HELP?**

The teacher will listen to you, and then speak to the other person/s.  
The teacher will decide on the best way to resolve the issue and ensure that everyone understands and follows our school values and expectations.



## **WHAT IF IT HAPPENS AGAIN**

If you have another problem with the same person, tell the teacher again.  
Sometimes people need extra help to learn how to make positive choices.

Our teachers are here to help, so you need to keep sharing your problems with them so they can keep helping.

There will be times when another teacher or Principal will be called in to help too. You can also talk to our wellbeing officer.

