

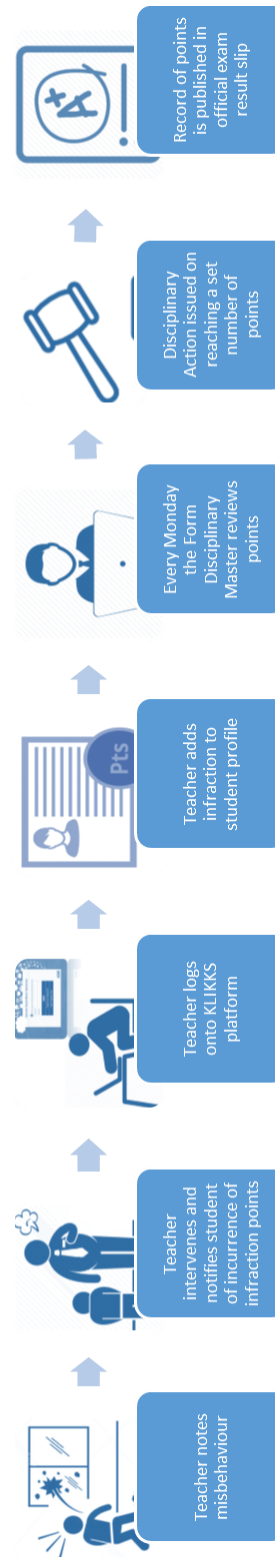
Bringing one of our core values to the 21st century

Throughout the last 150 years, our school has been renowned for instilling a sense of discipline in its pupils – something which proved to be an important asset in their success as adults.

Indeed, parents immediately associate our school with this characteristic. Together with high academic performance and profound spiritual dimension, diligent and responsible conduct is one of the pillars of this educational institution.

It was therefore a natural step that the school thought it time to evaluate and reform its Student Behaviour Management policies, making use of ICT to improve its operations.

A New Way to manage student behaviour



New Student Behaviour Management Procedure

Sacred Heart Minor Seminary

2017 -2018

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The new system

Student behaviour will be monitored by the Board of Discipline through the KLIKKS platform.

How does it work?

As a school we expect our students to be well-mannered, hard-working and responsible. However, when a student violates the rules (through misbehaviour or negligence), the teacher uses KLIKKS to record this infraction. Each misbehaviour incurs the issuing of "infraction points", which accumulate throughout the scholastic year. The Infraction Points appear on official evaluation and examination result slips.

What do the points do?

On reaching a set threshold of infraction points, the Form Disciplinary Master will inform the student that he has incurred a "Disciplinary Action", as indicated in this table:

On reaching...	Disciplinary Action
10 points	Student is summoned and corrected by A/Head or Guidance Teacher
20 points	3 consecutive Break-In's with Extra Work
30 points	After School
40 points	School Meeting with Parents/Guardians
50 points	25 min. Community Work
60 points	55 min. Community Work
70 points	2hr on Saturday wearing uniform doing Extra Work
80 points	Decision of Board of Discipline

The Board of Discipline

The entire system will be monitored by the Board of Discipline. This new body is made up of 1 Assistant Head, 2 Guidance Teachers and 6 Teachers (one Executive Secretary and 5 Form Disciplinary Masters).

The Form Disciplinary Master

The Form Disciplinary Master is a teacher who:

- Is that Form's point of reference on disciplinary matters
- Advises and assists the Class Teachers on Disciplinary matters
- Monitors Infraction Points accumulated by students
- Co-ordinates the execution of Disciplinary Actions

Can good deeds cancel infraction points?

Good deeds are assumed to be the norm for a student at the Sacred Heart Minor Seminary. The infraction points accumulated are in no way reversible.

However, noteworthy gestures of goodness observed by staff members will be brought to the SMT's attention for special mention during the annual Celebration Day.

Moreover, students who accumulate less than 10 infraction points throughout a scholastic year will be given a special prize to commend their excellent behavior.

Sample List of Infractions and points

Here are **some examples** of misbehaviour and the Infraction Points incurred.

The complete list can be found on the school website.

Misbehaviour	Infraction Points
Incorrect Uniform	5
Non-conforming Hairstyle	5
No HW	3
No Books/Notes/Accessories for lesson	2
Time wasting (incl. late for lesson, time-wasting during bathroom break)	3
Late Arrival to School	5
Negligence with school communication (e.g. not handing back forms on time)	5
Misuse or damaging of school property	10
Disrespecting Superiors	15
Littering	3
Using rude language	8
Blaspheming	12
Unsafe conduct	8
Violent Conduct	30
Abscond from school or school activity	40