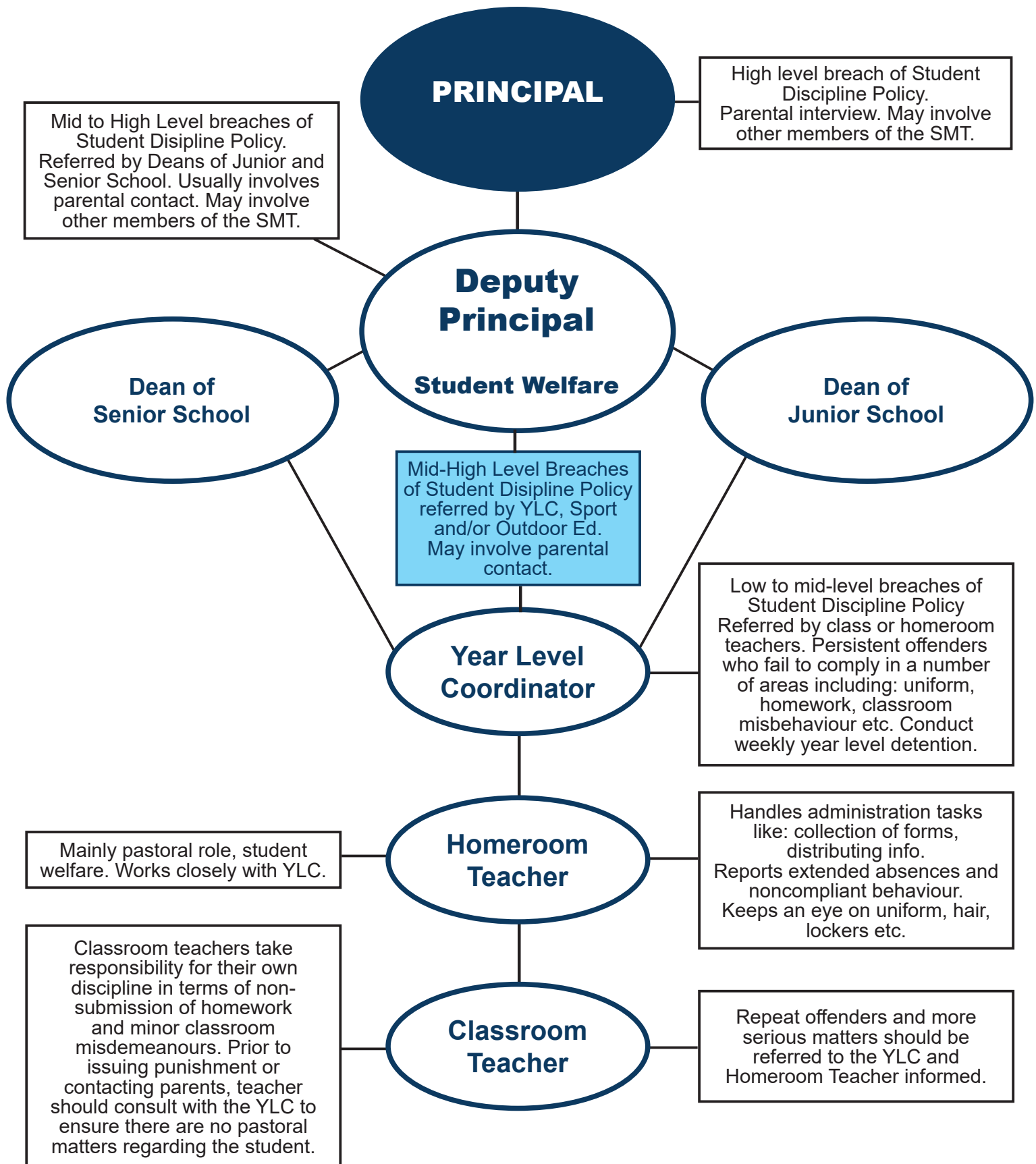




STUDENT MANAGEMENT FLOW CHART



Process for the Issuing of Detentions

1. Subject Teacher's Conference (Recess or Lunchtime)

Taken by the subject teacher for subject specific matters, for example; failure to complete homework, inappropriate behavior and lateness to class. The subject teacher is responsible for their classroom discipline and due dates for work and assessment tasks.

2. Coordinators After School Detention (45 minutes)

Issued/supervised by the year level coordinators/assistant year level coordinators for referrals from subject teachers, lateness to school, presentation infringements and at the coordinators discretion. Held one night of the week at the coordinator's choice.

3. Friday After School Detention (60 minutes)

Issued/supervised by the Deans of School or Deputy Principal/Welfare where coordinators detentions need to be elevated eg; repeat offenders.

4. Saturday Detention (2 hours)

Issued/supervised by Deans of School or Deputy Principal/Welfare after referral or consultation with year level coordinator. VCE Academic Detention for Students that fail to complete set work.

- Behaviour: after referral from year level co-ordinator
- Academic: after referral from VCE teachers

6. Suspension from School

Issued by the Deputy Principal/Welfare or Deans of Senior and Junior school and authorised by the Principal.