



A BRIEF GUIDE TO REPORTING BEHAVIOUR FOR CRTS



MINOR BEHAVIOURS ON COMPASS

When a student displays the following behaviours in class, these are considered **Minor Behaviours**.

- | | |
|--|---|
| <input type="checkbox"/> Bag in class | <input type="checkbox"/> Incorrect uniform that student removed when asked (e.g. hoodie, hat) |
| <input type="checkbox"/> Consistently talking over the teacher | <input type="checkbox"/> Late to class |
| <input type="checkbox"/> Disrespecting environment (e.g. littering, throwing paper) | <input type="checkbox"/> Leaving class without permission |
| <input type="checkbox"/> Eating in class | <input type="checkbox"/> Minor damage of property |
| <input type="checkbox"/> Extended time out of class | <input type="checkbox"/> Misuse of equipment |
| <input type="checkbox"/> Failure to attend detention | <input type="checkbox"/> Misuse of ICT |
| <input type="checkbox"/> Failure to follow the hands-off policy | <input type="checkbox"/> Not following teacher instructions |
| <input type="checkbox"/> Inappropriate language | <input type="checkbox"/> Out of chair / walking around class |
| <input type="checkbox"/> Inappropriate interactions with peers (e.g. unkind behaviour) | <input type="checkbox"/> Refusal to participate in learning |
| <input type="checkbox"/> Incomplete homework | <input type="checkbox"/> Unprepared for class (e.g. lack of equipment) |

If a student displays one or more of these behaviours, it is essential that the CRT:

1. Addresses the behaviour in class
2. Posts this on Compass using the Minor Behaviour chronicle
3. Provides detailed feedback to the usual classroom teacher so they can follow up in their next session.

The usual classroom teacher is responsible for following up this behaviour.

REQUESTING SUPPORT - MINOR BEHAVIOUR

If you require support with a non-urgent Minor Behaviour within the classroom, you can email the Year Level team using the following email addresses:

Year 7: 7Hub@fountaingatesc.vic.edu.au

Year 10: 10Hub@fountaingatesc.vic.edu.au

Year 8: 8Hub@fountaingatesc.vic.edu.au

Year 11: 11Hub@fountaingatesc.vic.edu.au

Year 9: 9Hub@fountaingatesc.vic.edu.au

Year 12: 12Hub@fountaingatesc.vic.edu.au

A member of the Year Level Team may be able to attend the class to support.

MAJOR BEHAVIOURS ON COMPASS

When a student displays the following behaviours in class, these are considered **Major Behaviours**.

- | | |
|---|---|
| <input type="checkbox"/> Abuse / swearing toward teacher | <input type="checkbox"/> Repeated failure to attend detentions |
| <input type="checkbox"/> Bullying (repeated) | <input type="checkbox"/> Repeated minor behaviours after teacher intervention |
| <input type="checkbox"/> Discriminatory comments (e.g. sexist, LGBTIQ+ discrimination) | <input type="checkbox"/> Sexually explicit comments / actions |
| <input type="checkbox"/> Incorrect uniform that student refused or could not remove when asked (eg. black pants, hair colour) | <input type="checkbox"/> Theft |
| <input type="checkbox"/> Leaving school grounds without permission | <input type="checkbox"/> Threatening behaviour (verbal, physical, social) |
| <input type="checkbox"/> Major damage of property | <input type="checkbox"/> Truancy |
| <input type="checkbox"/> Physical altercation | <input type="checkbox"/> Using ICT to access / share inappropriate or offensive content |
| <input type="checkbox"/> Racist comments | <input type="checkbox"/> Use of illicit substances (including vaping/smoking) |
| <input type="checkbox"/> Refusal to hand over mobile phone or electronic device | <input type="checkbox"/> Unsafe in the yard (e.g. throwing objects, on roof) |

If a student displays one or more of these behaviours, it is essential that the CRT:

1. Addresses the behaviour in class
2. Requests support from leadership if necessary
3. Posts this on Compass using the Major Behaviour template
4. Provides detailed feedback to the usual classroom teacher

The Year Level Team and the usual classroom teacher are responsible for following up this behaviour.

REQUESTING SUPPORT - MAJOR BEHAVIOUR


If you require support with an urgent Major Behaviour within the classroom, you should send a reliable student to the Year Level Office to gain immediate support.








Please do not send the problem student to the Year Level Office.

LEAVING FEEDBACK

As stated above, leaving feedback for the teacher on Compass is essential for the usual classroom teacher to follow up with any behaviours. This should be done in the "Teachers Notes" section on the Class Dashboard on Compass.

Below is an example of the level of detailed feedback you could provide for the usual classroom teacher:

 **Teacher Notes** Not visible to students or parents Edit teacher notes

B ***I*** **U** ~~**S**~~ x_2 x^2 **A** **A**       

Most of the class worked very well. They found the communication activity very engaging! We got up to slide 13 of the Powerpoint and most students got at least half way through the worksheet.

Student A and Student B were 7 minutes late to class and had no equipment. Student C left the room before the bell without permission. Student D was constantly out of his seat and needed multiple reminders to stay on task. These have all been placed on Compass as Minor Behaviours.

Student X, Y and Z were fantastic and stayed on task the whole lesson. I gave them each a Positive Behaviour point.














































THINGS TO LOOK OUT FOR

Prior to the class starting, it can be very useful to look at the Compass roll and look at the coloured dots that may be beneath a student's name. Hover your mouse over the dot to see what each colour represents.

The dots may indicate a student who:

- Is EAL
- Is a refugee
- Is an inclusion student
- Is on a Behaviour Card
- Is not allowed to leave the classroom
- Has a Take-A-Break Card or Circuit Breaker Card

This information can influence that way you address and follow up with students and the class.

| | | | |
|---|-------------------------|---|---|
|  | Coby BOUNYAVIENG, B... |       |   P NP L |
|  | Traye CARTECHINI, CA... |       |   P NP L |
|  | Muzakir DAWORI, DAW... |       |   P NP L |
|  | Mose Tony FONOTI, FO... |       |   P NP L |
|  | Hamish GALE, GAL0006... |       |   P NP L |