

DISCIPLINE AND PASTORAL CARE

The principles guiding CLIB are based on preventative behaviour/conduct and encourage positive attitudes; resorting to corrective disciplinary measures whenever there is an infringement of the established rules.



These measures are integrated in an interventional programme (evaluation, intervention and continuation/follow-up), which anticipates the involvement of the family, the interaction between the student and his/her social contexts and the adoption of preventative, corrective measures, which promote pro-social conduct on behalf of the student.

It is obligatory for all students to accept the discipline as laid down by CLIB; by the same token, parents/guardians should support and uphold the same.

UPPER SCHOOL

House System

Students at CLIB are grouped into one of six houses: Sharks, Nemos, Krakens, Jellyfish, Swordfish and Piranhas. The Houses are the main focus for friendly, light-hearted student competition in a wide range of school activities, including academics, intramural sports, clubs, and community service. Many student activities throughout the year are organized by Houses to promote the broadest possible participation in the Upper School.

Each House has its own unique identity, consisting of a House motto, logo, and cheer. Members of each House aspire to honour the “characteristics” of that particular House. While you are at CLIB, your triumphs will earn you House Points, under a positive rewards system measuring student participation in school-sponsored activities. Students may earn House Points for a range of contributions to school life, including academics, sport, arts and community service. At the end of the year, the House with the most points is awarded the House Cup in a rousing, spirit raising closing assembly.

Behaviour Log

The School website is host to the school rules and discipline process and all students are made aware of these at the start of the academic year. The enforcing of the school rules is the responsibility of all staff at CLIB and each student has an individual behaviour log set up on the school network. This log is accessible by all staff and on a daily basis both positive and negative behaviour is logged.

This behaviour log is linked to the schools House system and to the steps in the discipline process. Staff record ‘green’ comments when a student or group of students make a positive contribution to the life at CLIB and ‘red’ comments when the contribution is negative.

Green Comments earn a student House points for their House and if they accumulate 5, 10, 15 or 20 consecutive green comments they will be rewarded with a commendation from their Form Teacher, a Silver Commendation, a Gold Commendation and Principal

Commendation respectively. It is possible that a green comment is sufficient to erase a red comment that a student has received.

Red Comments earn a student negative House points for their House and if they accumulate 3, 6, 9 or 12 red comments they will receive stepped punishments in accordance with the schools disciplinary procedure in the form of verbal warnings, detention, community service, internal suspension and external suspension.

Form teachers will from time to time communicate with parents about both the positive and negative aspects of their child's progress at school.

CASE – Community and Self Enrichment Programme

Students from Form 5 to Form 12 will participate in the School's CASE programme. Details of this programme are available in a separate document. However, all students will have a CASE folder in which all their achievements at school will be filed. These achievements will be recorded by the issuing of certificates of participation and achievement in a wide range of activities organised during school and may extend to activities they participate in outside of school. Through CASE students will develop valuable life skills that will help them to success once they leave CLIB and also help to develop key learning skills to enable greater success whilst studying and learning at CLIB. Participation in CASE and by extension a variety of School activities is not optional.

The CASE programme is linked to the positive reward system operated in the school and students will be given the opportunity to develop leadership skills through the elected and appointed positions of responsibility available within the school. This includes, Prefects, Student Council Representatives and membership of various committees and organisations ranging from the Newspaper to the Arts Festival.

Disciplinary Policy

The school rules and expected code of behaviour of all students are detailed in separate documents and available on the school website. The purpose of these documents is to highlight to all members of the school community the positive level of behaviour that is expected in a civilised society. Infringements of these rules are met with a stepped disciplinary system, the purpose of which is to educate and encourage more positive behaviour and the taking of responsibility by the individual student for their negative behaviour, leading to an improvement.

The stepped system includes Teachers and the School Management Team Form Team.

The disciplinary process includes steps that initially involve just the staff and student building up to more formal steps where parents will need to be involved. Consequences of infringements could include; detention after school, which takes precedent over any CLIB Club activity, community service, internal or external suspension and ultimately expulsion. It is a necessary part of this process that the student's progress in overcoming negative behaviour is structured, monitored and reviewed. This could require an individual learning plan to be put in place or for the student to be placed on report, in both cases the purpose is to encourage and reward positive behaviour.

LOWER SCHOOL

Discipline

Discipline is one of CLIB's greatest concerns. In this sense we believe that it is better to reward a child for good behaviour, correct attitude and good academic effort, than to punish.

In the Lower School, we have scheduled a weekly period called 'Golden Time' which is a reward for positive behaviour both academic and social throughout the week. During this period, students are given the opportunity to participate in a variety of activities in two-week blocks. Activities range from sports (cricket, tag rugby, football, etc.) to art (quilling, clay modelling, etc.) and cooking. Golden time is organised by teachers on a rotational basis and all students are encouraged to approach activities with enthusiasm and an open mind.

Throughout each week, students may lose Golden Time for transgressing any of the rules and norms of acceptable behaviour at school. In the case of a student regularly losing Golden Time, the form teacher of the student in question will communicate with the student's parent/guardian.

Forms 3 and 4

Form teachers and subject teachers in Form 3 and 4 keep a behaviour log in the class register, in which they record both positive and negative comments for every individual student. Where a student has accumulated negative comments of the same nature, (e.g. failure to get homework diary signed, incomplete homework, rude or inappropriate behaviour, etc.), he/she will be placed in after school detention the following day (provided they do not have an after school individual support lesson in which case detention will take place on the day after). Form 3 students are placed in detention for having 5 negative comments of the same nature while Form 4 students are placed in detention for having 3 negative comments of the same nature. Parents will be informed of detentions in writing by the relevant form teacher. Every student's behaviour log starts afresh at the beginning of each term.

Internal Suspension

In the case of behaviour that is considered a serious infringement of the school rules, the form teacher in agreement with the School Principal, may deem it necessary and constructive to place the student in question in internal suspension for one or more days. Parents will be informed in writing and must sign a suspension letter which will be kept in the student's records at school. On the day/s of the suspension, the student will be supervised in the office and will be expected to complete work allocated by the form and subject teachers. The student will not have the same breaks as his/her colleagues in order that he/she has time to reflect upon his/her actions.