



## MOOLOOLAH STATE SCHOOL

### ACTION PLAN resulting from DISCIPLINE AUDIT conducted on July 28, 2014

| RECOMMENDATIONS  | ACTION  | PERSON RESPONSIBLE                      | TIMELINE              |
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| Establish a schedule where the SWPBS committee meet regularly to reflect on the current processes and subsequent audit report to determine priorities for the development of agreed, whole school strategies for action.<br><br>Enhance the implementation with regular staff member input and sharing of information. | <ul style="list-style-type: none"> <li>fortnightly 20 minute committee meetings</li> </ul>  | SWPBS Coach                             | In place immediately  |
|  | <ul style="list-style-type: none"> <li>15 minutes allowance at fortnightly general business staff meetings</li> </ul>   | SWPBS Coach/Chair General Staff Meeting | In place immediately  |
|  | <ul style="list-style-type: none"> <li>One longer SWPBS meeting at the beginning of every term to discuss the agenda for the term. (Wednesday possibly)</li> </ul>  | SWPBS Coach                             | In place immediately  |
| Develop a Professional Learning Plan to ensure that ongoing professional development for teachers and staff members are translated into effective and  | <ul style="list-style-type: none"> <li>Using the data as reference point determine professional learning required that will support newly appointed staff and continuing staff for the following year.</li> </ul> | Whole staff                             | Student free day Term |

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| <p>consistent practice in the classroom and that certain expectations are non-negotiable for consistency.</p>                                | <ul style="list-style-type: none"> <li>• Determine resources and visuals necessary for consistent practice to occur across the school.</li> <li>• Share data that has been analysed by the team at general staff meetings to determine school-wide expectations and non-negotiables.</li> </ul> | <p>SWPBS team</p><br><p>SWPBS team</p>                                  | <p>Fortnightly meetings.</p><br><p>Once a term.</p>                       |
| <p>Develop a whole school set of sequential steps of behaviour expectations for visual display in every classroom to ensure consistency.</p> | <p>Non-negotiable: Teacher display of traffic lights or similar. (Must be displayed in each class room.)</p>  | <p>All class and specialist teachers</p>                                | <p>In place immediately</p>   |
| <p>Develop clarity around what constitutes minor and major behaviours by engaging in regular robust discussions.</p>                         | <ul style="list-style-type: none"> <li>• SWPBS committee to develop a draft of Minor and Major behaviours.</li> <li>• All staff to be consulted regarding the list.</li> <li>• A sequential set of steps to be displayed in all classrooms.</li> </ul>  | <p>SWPBS committee</p><br><p>All staff</p><br><p>All teaching staff</p> | <p>Term 4, 2014</p><br><p>Term 4, 2014</p><br><p>In place immediately</p> |

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|   | <ul style="list-style-type: none"> <li>Relief and contract staff to be informed through induction of the class and school expectations.</li> </ul>   | Relief and Contract staff  | In place immediately   |
| Ensure the processes and protocols of entering positive, minor and major behaviour incidences of behaviour are implemented and the data is entered into OneSchool regularly.                                    | <ul style="list-style-type: none"> <li>All teaching staff to be trained in using the OneSchool dashboard.</li> <li>All staff, including relief and contract staff to be trained in the entering of behaviour data into OneSchool.</li> </ul> | Principal<br><br>SWPBS committee                                   | As necessary - Thursday<br><br>As necessary                              |
| Use behaviour data for committee decisions with whole school, group and individual issues.  | <ul style="list-style-type: none"> <li>Analysis of behaviour data to occur each term</li> <li>Feedback to staff/students/parents</li> </ul>  | SWPBS committee/teaching staff<br><br>Teaching staff and principal | Once each term<br><br>Newsletters, Parade, Website, individual and class |
| Develop teaching staffs' ownership and data literacy skills by using the class dashboard. Teachers will use it in order to monitor student achievement, attendance and behaviour, independently and frequently. | <ul style="list-style-type: none"> <li>Class teacher introduction to the dashboard through one-on-one professional learning</li> </ul>   | Principal  | Once each term.  |

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| <p>Enhance student engagement and a sense of pride and purpose in the classroom by establishing whole school expectations for bookwork, as well as, displaying current student work, visually appealing posters and resources.</p> | <p>Invite suggestions from staff to build a sense of pride in the 'Mooloolah Way'.</p> | <p>Whole staff</p> | <p>In place immediately</p> |
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