DISCIPLINE AUDIT
EXECUTIVE SUMMARY - CONINGSBY SS
DATE OF AUDIT: 28 AUGUST 2014

Background:
Coningsby SS was opened in 1884 and is situated ten minutes north of Mackay, within the Central Queensland education region. The school has a current enrolment of approximately 62 students. The current Principal, Howard Frost, was appointed to the acting position in Term 3, 2014.

Commendations:
- The school team is well respected and regarded amongst the school and wider community. This is reflected in the high level of parent and student satisfaction achieved in the Department’s annual School Opinion Survey (SOS) data.
- Staff members understand the importance of positive and caring relationships to successful learning and work to build mutually respectful relationships across the school community.
- Three school rules: Be Safe, Be Responsible and Be Respectful, have been established and are visible throughout the school and readily identified by staff members and students.
- There are minimal behavioural incidents at the school and a strong focus on teaching and learning. The result of this focus is evident in long term academic improvement data on NAPLAN assessment in achieving National Minimum Standards (NMS) and Upper Two Bands (U2B).
- Staff members’ active supervision around the grounds when students are at play has been positively described by the student leaders. This supervision provides constant monitoring and rewarding of expected behaviours at this school.

Affirmations:
- School visits are planned in Term 4 to assist the Years 6 and 7 students transition to Junior Secondary in 2015.
- The school has adopted a Three Pegs System for monitoring inappropriate behaviour.
- Gotcha Reward tickets have recently been introduced as a way of rewarding students who display exceptional behaviour. These tickets go into a weekly draw. Individual class sticker charts are also used to promote positive behaviours.
- Teachers and teacher aides have begun to record incidents of inappropriate behaviour in OneSchool. Weekly rewards are added to OneSchool by the Administration Officer.
- To further develop students social skills and wellbeing the school has adopted the You Can Do It! program.

Recommendations:
- Build on the behaviour data gathering processes and provide regular and formal opportunities to review the data captured through both the school reward processes and OneSchool data capture. Include this gathering and reviewing of data in the school data plan, ensuring that minutes of behavioural meetings are recorded.
- Provide further clarity to staff members on when a OneSchool report is to be made for both positive and inappropriate behaviours. Ensure that staff members are provided with professional development on how to write a OneSchool report.
- Provide further clarity on expected behaviours and formally document these expectations. Ensure these expectations reflect the high standards already evident. This will provide continuity, as well as, clarity in times of staff turnover.
- Consider enhancing the induction process for new teachers, so that they quickly gain a full understanding of procedures and processes associated with the school.
- Ensure that the Professional Learning Plan provides opportunities for staff members to develop their knowledge and skillset around behaviour management.
- Implement formalised standards for reporting A-E achievement in both Behaviour and Effort. Establish a process for whole school moderation of these standards.
- Provide opportunities for parents to participate in training and information sessions on behavioural support and positive parenting strategies.