

Serious Incidents

It is difficult to describe all potential serious incidents but the main consideration should be the safety of others.

- If immediate action is required, enlist the help of those staff closest to you then send for DP.
 - Physical threat to staff and/or students
 - Loud and abusive language to staff and/or students
 - Damaging property
 - ** If necessary take students out and away from the situation.*
 - If a student is suspected of being under the influence of a drug or alcohol and their behaviour is passive, quietly send for DP.
 - If a student arrives to class and smells of cigarette smoke and their behaviour is passive, quietly send for DP.
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Be an Active Role Model by...

- ... Dressing according to professional standards.
- ... Being prudent and careful about having students as Friends on Face book or swapping phone numbers with students.
- ... Attending meetings on time and with appropriate gear / preparation.
- ... Avoiding the use of cell phones in class unless it is for learning.
- ... Actively supporting school rules by insisting on them in your presence and following through when transgressions occur.
- ... Making frequent reference to the Log Book and using the Learning Curve aspects to enhance the learning.
- ... Making sure you follow up or follow through on issues with students.
- ... Being prepared to have direct contact with parents.
- ... Speaking positively about students.
- ... Being available for duty, interviews, extra-curricular activities.
- ... Leaving relief which is clear, easy to follow, useful and appropriate and keeps classes fully occupied