**DESK SYSTEM**

**Prior to Green Desk:**

Students are made aware of classroom expectations through positive correctional language and are formally warned of unacceptable behaviour. Students are given opportunities to correct the situation in the classroom. If behaviour continues students are given second warning with the notion that further behaviour will lead to Green Desk. Student is moved to a more appropriate seating position where they will be away from possible distractions and placed on detention. If the student’s behaviour continues to be inappropriate even after two formal warnings, a seating arrangement action and a detention the student is placed on Green Desk.

**GREEN DESK**

**If the student’s behaviour is still unacceptable, the classroom teacher will meet with the Faculty Head Teacher to move the student to Orange Desk**

**ORANGE DESK**

If the student’s behaviour does not meet the high expectations of the Head Teacher they will refer the student to the Deputy Principal who will place the student on Red Desk. A student can only be placed on Red Desk by the Principal or Deputy Principal.

Head Teachers may recommend a student to the Deputy to be placed on Red Desk if:

* The student is being placed on Orange Desk on two previous occasions that term within the one faculty
* Is on currently on Orange Desk in two or more faculties
* Students who demonstrate continued disobedience or who are involved in a serious incident of misbehaviour
* The parents are to be informed by letter (or phone call) that their child will be placed on Red Desk and in most cases a parent interview will be arranged

**RED DESK**