onderstand why what mey ald was wrong, and when they are given an opportunity to think about the consequences of their behaviour.

The types of discipline measures in this category include:

a. Verbal warning. Talk to the student and tell her or him what they did wrong.

b. Imposing timeout. Ask a child to either leave the class for 10 minutes, or sit in a quiet place and think about their behaviour. To be able to return to class, the student must be able to say what they did wrong and how they will avoid repeating the mistake. This should be done firmly without humiliating the child.

c. Letter writing. Ask the student to write a letter or an essay on why they behaved in a certain way and what they will do to avoid repeating the mistake. If appropriate it should include an apology.

d. Oral apology. This involves apologising to the wronged person and askina

for forgiveness.

e. Name slip. This involves writing the child's name and offence down on a slip of paper. If the child does not stop the behaviour, at the end of the class, the paper will be given to the peer committee to take further disciplinary measures.

f. Discipline box. Write the name of the child on a piece of paper and place it in a box in the classroom. The box is checked on a weekly basis and if a child's name appears in the box more than a given number of times, a certain penalty will be imposed.

to their actions. However you must help the child to reflect on these consequences once the penalty has been imposed.

The types of disciplinary measures in this category include:

a. Withdrawal of privileges. This involves taking away an activity that the student enjoys. However, students should not receive a penalty that will be detrimental to their health or safety.

b. Light work that improves the school environment. This involves such things as slashing an appropriate sized area of grass, cleaning a small part of the school compound, mopping the floors, etc. Care must be taken that th penalty is appropriate and related to the offence and that it humiliating to the child

c. Detention. T on what they did

d. Signing of page contract be nd the steps that

Disciplinar ith the student



Demerit. This he child's offence

ree

une disciplinary book, to record

g. Community service. This involves having the student do light work that benefits the community in some way. Any community ervice work requires counselling to explain the purpose of the work

c manner.

If you want additional materials to help you adopt this approach, visit our website or get in touch with us at: Raising Voices, Plot 16 Iufnell Drive, P.O. Box 6770, Kampala, Uganda, Telephone: 0414-531186 Email: info@raisingvoces.org

22222

We are proud of our school

You are

(1004

of others and taking responsibility for his or her actions.

The types of discipline measures in this category include:

a. Public apology. The student must apologise for the misbehaviour in the assembly to the entire school or to the group of people s/he offended.

b. Replace or repair. If the offence is accidental, the student must contribute toward replacing or repairing the damage s/he has caused, such as erecting a new fence, chopping wood, or repainting a

> Sonce was intentional, the nd must also pay for ution is impossible, the Labor within the

arents to contribute or apologising for the the student.

Creating a GOOD SCHOOL

a. Parent meeting. Summoning and discussing wa he possible next steps as a warning to the child and the parents.

b. Referral. This involves referring the student to a professional who can assist her/him.

c. Suspension. A time-limited suspension (e.g. one week) with a written warning and a referral to a counsellor or probation officer.

d. Expulsion. As a very last resort, expulsion from school with the involvement of the probation officer and recommendation of an action plan for next steps to help the child.

LAYERS OF RESPONSE

Teacher

The first person to handle any disciplinary case is the teacher. However, if the students continue to misbehave, the case can be referred to the next layer.

LATRINE ALUTION

Peer Discipline Committee

Each class can elect students to serve as a Peer Discipline Committee. The responsibility of this committee is to meet on a regular basis and to handle all cases of indiscipline referred to them by the teacher.

School Discipline Committee

If the student continues the misbehaviour after the case is referred to and handled by the Peer Discipline Committee, the case can be referred to the School Discipline Committee which may take actions deemed appropriate according to the Code of Conduct.

Head Teacher

The types of di

If the offending student continues with her/his misbehaviour, the case can be referred to the head teacher who may take actions deemed appropriate according to the Code of Conduct.

Parents

If the student still continues with the misbehaviour, the head teacher may call upon the parents to become involved and a joint decision can be reached as to the appropriate disciplinary action to take.

Outside Referral

0

Further still, if the student's misbehaviour becomes uncontrollable or dangerous to others, an outside referral may be made to counsellors, police or another relevant agency.

Respect !

and accountable administration

THE BAL We care about our school!

Raising Voices

Marca

End Violence **Against Children**



End Violence Against Children

or further information, contact us at: Raising Voices 16 Tufnell Drive, Kamwokya P.O. Box 6770 Kampala, Uga Tel: +256 414 531 186, E-mail: info@raisingvoices.org