

Darwin Middle School Responsible behaviour Framework

Approval Date: 27 April 2023



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1. Purpose

The Darwin Middle School Responsible Behaviour Framework (the Framework) provides the school community with a policy position and expectations of responsible behaviour. The Framework supports the existing Responsible Behaviour Plan which provides an operational process and guidance to support teachers and students manage their behaviour.

2. Applicability

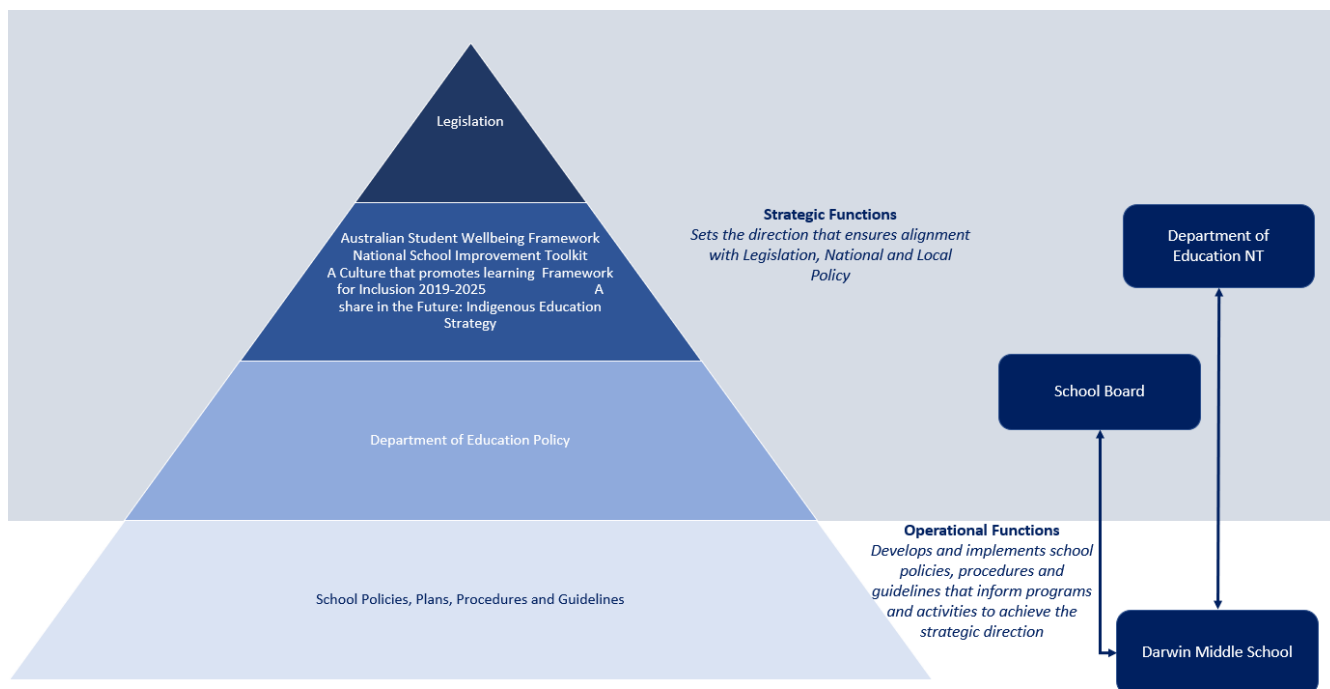
This Framework is applicable to the Darwin Middle School Community which includes but not limited to its: students, teachers, parents and visitors to the school.

3. Governance

The Northern Territory Government provide Legislation and policy via the Department of Education. This directs Darwin Middle School to adopt local policy, procedure and guidelines to support school operations.

An independent School Board develops and drives the school’s strategic agenda and sets their strategic vision. The School Board provides an independent viewpoint of how relevant legislation and national frameworks are applied. This strategic oversight ensures that the school’s policies and programs align with both the law and contemporary national practices.

This strategic vision is then operationalised by the school who develops, implements, and manages local policy, procedures and programs.



4. Framework suite

The Framework is a suite of policy documents comprising of eight operational schedules that link the existing Behaviour Management Plan, Code of Conduct and Values Matrix to overarching Department of Education policy and Legislation.

The following documents form the Framework Suite:

- Darwin Middle School Responsible Framework
 - Operational Schedules:
 1. Assault
 2. Inappropriate use of technology
 3. Violation of agreement
 4. Substance misuse and use of illegal substances
 5. Weapons offence
 6. Indecent behaviour
 7. Bullying
 8. Property offence
- [Darwin Middle School Responsible Behaviour Plan](#)
- [Darwin Middle School Code of Conduct](#)
- [Darwin Middle School Values Matrix](#)

The Operational Schedules and their topics have been designed to align with SAMS which is the Department of Education's information system used for recording behaviour incidents.

5. Expectations

Darwin Middle School is committed to "quality teaching, hence the core business of teaching and learning is our priority. Our model will consistently demonstrate the value of students and teachers being partners in the learning process".

Responsible behaviour is the foundation of respect. It is the expectation of Darwin Middle School that this Framework is respected and complied with by all those who attend or utilise the school.

The *Darwin Middle School Code of Conduct* outlines the responsibilities of community members, Darwin Middle School staff and students to promote appropriate and positive conduct and to prevent or minimise non-compliant and aggressive behaviours.

All Darwin Middle School staff, students, parents, carers and visitors have a right to be treated with courtesy and dignity and to participate in the Darwin Middle School education environment, which is safe, secure, supportive and free from bullying, harassment, discrimination and violence.

Darwin Middle School will not tolerate purposeful violence on our premises or towards our staff or students. Under Territory law, it is an offence to behave in a disorderly, violent or offensive way on Department premises or fail to leave the premises if directed to do so by the Principal, or a person authorised by the Principal.

It is expected that all students at Darwin Middle School will:

- Undertake their study in a conducive young adult learning environment

- Follow teacher's instructions
- Commit to improving their academic result
- Attend school and all classes as per the school time schedule
- Participate in supporting the school community
- Represent the school in sporting and academic teams
- Feel safe, free from harassment and discrimination
- Be respected by others
- Enjoy learning and to pursue high standards
- Learn in an atmosphere of order and cooperation
- Behave in a manner that is representative of the school values and do not bring the school into disrepute
- Adhere to the behaviour schedules set out in this Framework.

6. Roles and responsibilities

Department of Education is responsible for:

- ensuring student wellbeing and positive behaviour information provided to schools is based on best practice and sound evidence
- ensuring capability-building support is provided to school staff to effectively develop and implement a whole-school approach to student wellbeing and positive behaviour.
- providing leadership support to principals to implement the principles and practices of a whole-school approach to student wellbeing and positive behaviour
- supporting principals to make decisions in the best interests of their students
- ensuring schools have a documented whole-school approach to student wellbeing and positive behaviour.
- providing advice, coaching and professional learning support to schools to develop and implement a whole-school approach to student wellbeing and positive behaviour
- providing support to school staff to deliver student safety and wellbeing programs in line with the Australian Curriculum
- assisting school staff to access professional learning opportunities that are appropriate to the school context.

School Board is responsible for:

- providing strategic oversight and vision to support the school to achieve the best outcomes for students
- monitor school policy and programs, supporting with review and audit initiatives to cultivate a culture of continuous improvement.

Principal is responsible for:

- implementing and embedding the whole-school approach to student wellbeing and positive behaviour
- ensuring school staff comply with this policy and the whole-school approach to student wellbeing and positive behaviour
- familiarising school staff and the wider school community with the Australian Student Wellbeing Framework
- building a learning environment that is safe, supportive, respectful and inclusive
- monitoring, reviewing and evaluating each school's capacity to address student wellbeing and positive behaviour issues and identifying areas of strength and those that require improvement
- informing school communities about their school's priorities for student learning, safety, wellbeing and behaviour

- ensuring student suspension data is captured in SAMS
- communicating with other agencies and non-government organisations as appropriate to support individual students and families.

Teachers and other school staff are responsible for:

- contributing to a learning environment that is safe, supportive, respectful and inclusive
- undertaking roles and responsibilities to support and implement the whole-school approach to student wellbeing and positive behaviour, including applying the school’s code of behaviour for students and staff in a consistent manner
- ensuring their own behaviour is consistent with the principles and practices articulated in this policy and the Northern Territory Public Sector Code of Conduct
- capturing student suspension data in SAMS
- planning, delivering and assessing student safety and wellbeing programs across all years of school in line with the Australian Curriculum
- building and maintaining collaborative relationships with families to develop understanding and support for student wellbeing and positive behaviour
- communicating with other agencies and non-government organisations as appropriate to support individual students and families.

Students are responsible for:

- Actively participating in their education program.
- Taking responsibility for their conduct and learning.
- Demonstrating respect for themselves, other members of the education community and their learning environment.
- Learning and interacting in a cooperative and courteous manner.
- Complying with requests made by the Principal or school staff.
- Agreeing to abide by the requirement for access and acceptable use of information communication technology.
- Acknowledging staff as school community leaders and treat them accordingly.

Parents/caregivers are responsible for:

- Working in partnership with the school to enhance the learning outcomes and support the well-being of their child.
- Supporting education staff in maintaining a safe, secure and respectful learning environment for all students.
- Contributing positively to behaviour, academic and other personalised support plans that relate to their child.
- Acting appropriately on departmental premises and ensure that personal behaviour does not contribute to inappropriate conduct of others.
- Acknowledging that threatening behaviour and harassment of staff and students is unacceptable.
- Respect and comply with reasonable requests or directions of the Principal or other members of staff.
- Supporting staff in carrying out their duties.

7. Legislation

Legislation	Criminal Code Act 1983 (NT)
	Education Act 2015 (NT)
	Education Regulations 2015 (NT)

	Firearms Act 1997 (NT)
	Summary Offences Act 1923 (NT)
	Weapons Control Act 2001 (NT)
Resources	Australian Student Wellbeing Framework
	Bullying. No Way!
	Darwin Middle School Core Values
	Darwin Middle School Responsible Behaviour Plan
	Darwin Middle School ICT Agreement
	Darwin Middle School Uniform Policy
	Detention and Internal Suspension Guidelines
	Expulsion Guidelines
	Management of Drug Related Incidents in Schools (Department of Education, NT)
	Mandatory Reporting of Harm and Exploitation of Children Guidelines
	Mobile Phones in Government School Policy (Department of Education, NT)
	Sexual Behaviour in Children Guidelines
	Suspension Guidelines (Department of Education NT)
	Youth Law Australia – Bullying at School

8. Compliance

Darwin Middle School ensures compliance with this Framework by imbedding responsible behaviour practices into its culture and programs. Communication of appropriate behaviour expectations are undertaken through the following:

- School Website
- Staff and Student orientation processes
- School enrolment
- Reiteration via school communication mediums such as school assemblies, newsletters etc.
- Imbedded into the school Wellbeing programs and activities

Measuring compliance against this Framework is undertaken measuring incidents of both negative and positive behaviour, this is achieved through:

- Good Standing Program – how many awards issued
- Attendance of wellbeing programs/behaviour mitigation efforts
- Negative behaviour monitored through SAMS

9. Responsible behaviour

At Darwin Middle School, good standing is about doing the right things. Students who comply with behaviour, uniform, attendance and all school rules and course requirements have good standing.

Students with good standing may participate in all curricular and extra-curricular activities of the school and are eligible to represent the school in sporting, social and cultural activities.

Students who lose their good standing may not attend social functions organised by the school or represent the school in sporting or academic teams during their loss of good standing.

Depending on the severity of the reason for a student losing their good standing, the Principal or Deputy Principal will use discretionary power to determine whether a student will be allowed to attend any excursion for educational and assessment purposes.

9.1. Office of Good Standing

The office of good standing plays a pivotal role at Darwin Middle School, encouraging positive behaviour and supporting negative behaviour.

The office of good standing provides:

- An Attendance officer, who:
 - coordinates the office of good standing,
 - liaison with parents and carers
 - administers the signing in/out processes
 - coordinates good standing awards and issuing blue slips/green slips (incorrect uniforms)
 - records negative behaviour

9.2. Good Standing Awards Program

The purpose of the Good Standing Awards Program is to build a culture of positivity and caring for each other, and the school building and resources and general community the student body.

It provides an opportunity to recognise, celebrate and reward endeavour, good behaviour and achievement within the school community. The program recognises exemplary achievement by students across three categories:

1. **Academic** - Awarded to students who consistently demonstrate a high level of achievement in four out of six learning areas.
2. **Endeavour** - Awarded to students who consistently demonstrate improvement in individual subject areas as well as consistently behaving in class.
3. **Community** - Awarded to students who have performed significant service to the school and the wider community.

Good standing awards are issued by teachers to students (via blue tokens) for exhibiting behaviour that reflects the school core values matrix:

- Four blue slips (10 house points) from any category = Bronze
- Eight blue slips (30 house points) from any category = Silver

- 12 blue slips (60 house points) = Gold
- 16 blue slips (100 house points) = Platinum
- Platinum Award achieved in years 7, 8 & 9 = Diamond

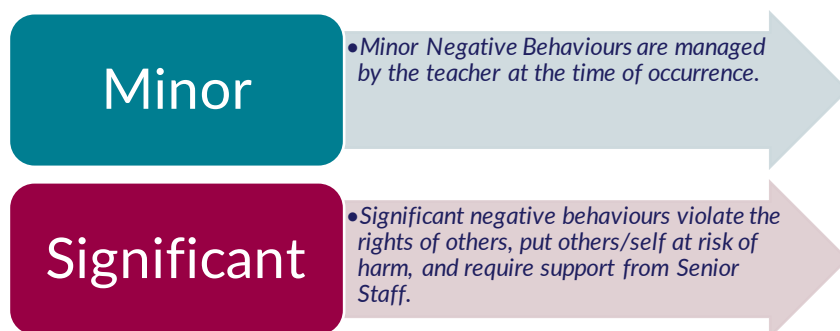
10. Negative behaviour

Incidents of negative behaviour at Darwin Middle School will result in intervention and consequences.

In accordance with the Education Act 2015 (NT) making decisions relevant to the management of the behaviour of a student enrolled in Darwin Middle School, the Principal will consider the following:

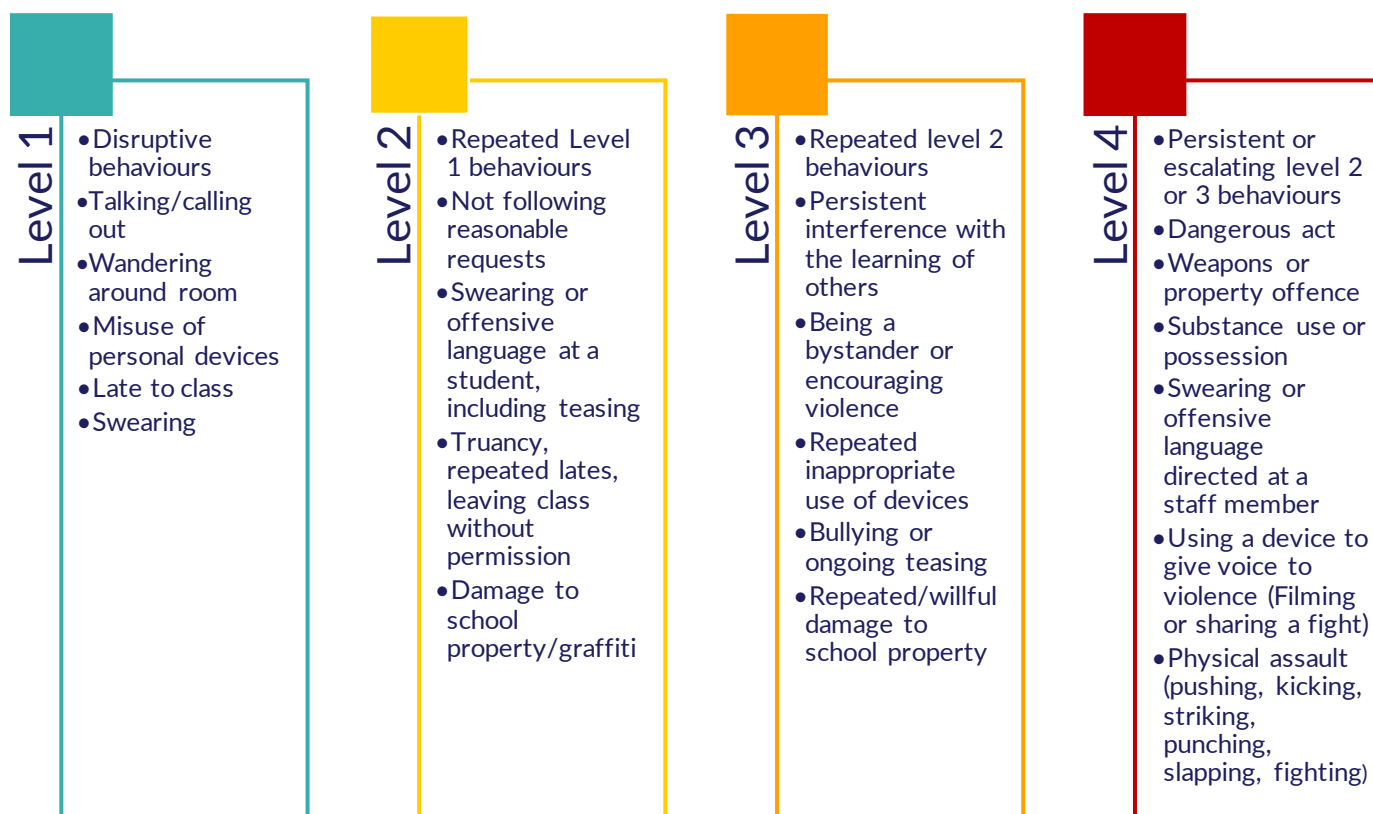
- The age of the student
- The developmental stage of the student
- Whether the student is a child with special learning needs
- The mental health and wellbeing of the student
- The physical health and wellbeing of the student
- Any relevant religious or cultural considerations
- The students home environment and any care arrangements in place

Types of negative behaviour include:



Negative behaviour may result in a loss of good standing, which is withdrawn for a period of time dependant on the type of negative behaviour.

Darwin Middle School categorises negative behaviour into four levels which support the application of early support and intervention strategies. The four levels are:



The Responsible Behaviour Plan summarises how Darwin Middle School provides further guidance that supports teaching staff in decision making and students to understand behaviour expectations.

The Responsible Behaviour Schedules that form part of this Framework provides school policy and procedures that underpin legislative and departmental policy requirements. They provide operational support and guidance to inform the whole school community of what constitutes incidents of negative behaviour, provide management options that the school may apply.

10.1. Programs and support

Darwin Middle School provide a variety of programs activities for students and families aimed at supporting student wellbeing.

The Wellbeing Program seeks to ensure a safe and supportive learning environment that provide all students with access to education programs that are appropriate and responsive to their individual needs. The Wellbeing Team facilitate programs and activities through Role Group sessions and may tailor individual behaviour plans and/or counselling dependant on the need of the student.

Supporting our teaching and administrative staff is critical to delivering effective support programs. Staff at Darwin Middle School are supported through regular scheduled professional development, training and have access to counselling and support services.

10.2. Monitoring and review

Darwin Middle School will monitor the effectiveness of this Framework and will conduct annual reviews as directed by the Principal. Review consultation will include the whole school community; teaching staff, students, parents and carers as well as the Department of Education and the School Board.

Operational Schedules

1. Violation of agreement

1.1. Applicability

This Schedule applies to:

- All teaching and administrative staff
- All students
- Parents/Caregivers

1.2. Agreement violation

When enrolling at Darwin Middle School you are agreeing to abide by our school and class rules.

1.2.1. School rules

School rules or school policy set the overall direction and expectation for behaviour while at Darwin Middle School, they include the following documents:

- **The Code of Conduct** - encompassing legislative and departmental policy requirements and aligns with national frameworks and best practice.
- **The Behaviour Management Framework** - providing the school community with requirements and expectations of responsible behaviour, this includes the schools Core Values. School rules apply to the whole school and assist in the proper management of the school ensuring a consistent and fair procedure for all students.

These documents are subordinate to Department of Education Policy and are informed by Northern Territory legislation and national education frameworks and best practice.

In addition to the above, our school rules include:

1.2.1.1. Truancy

All children in the Northern Territory must attend school from the age of 6 until they complete Year 10 and turn 17.

If your child is sick or unable to attend for any reason, you must contact the school and let them know why your child is absent.

School hours are between 8:00am and 2:25pm Monday to Friday. Students are expected to be on time and remain at school for the entire school day. Parents/carers are to advise the school if their child is going to be late or needs to be dismissed early. Students will not be allowed to leave the school without consent of a parent or carers.

If you need help in getting your child to school, talk to your child's year level coordinator, who can assist with support strategies.

If you or your child are of Aboriginal descent, further information on getting your child to school can be found on the [National Indigenous Australians Agency website](#).

1.2.1.2. Uniform

At Darwin Middle School we care about our students, their safety and their image within the community and believe that their appearance is a significant visible communicator about our school and themselves.

Our school uniform is a universal design that meets the requirements of an active school life and the tropical climate that we live in.

Boys School Uniform

- Unisex School T Shirt
- School Shorts (with Darwin Middle School logo)
- Enclosed footwear

Girls School Uniform

- Unisex or Girls School T Shirt
- School Shorts (with Darwin Middle School logo)
- Enclosed footwear

School T-shirts and shorts are available for purchase from the Administration Office. Northern Territory Government Policy requires all students from Transition to Year 9 to wear an authorised school uniform whilst on school premises and when attending official school activities during and after school hours. Students who fail to wear the school uniform will be reported to the Office of Good Standing. A student may lose their good standing for up to two weeks for failing to follow this uniform agreement.

1.2.1.3. ICT Agreement

As per Schedule 2 of the Responsible Behaviour Framework, all students enrolled at Darwin Middle School will enter into an ICT agreement before being granted access the schools ICT network. In addition this agreement ensures students and their families abide by the school rules for mobile phones and personal devices which are prohibited for the duration of the school day.

1.2.1.4. Non-submission of summative assessment items

Students who fail to submit summative assessment items will have a letter sent home to their parents/careers explaining that the student has failed to submit work for assessment and that they have one week from the assessment due date to submit the work. If after one week the assessment item has not been submitted, the student may lose their Good Standing until the work has been submitted.

1.2.2. Class rules

Classroom rules are a set of rules and guidelines that are imposed by the teacher that the class must follow. They are determined with input from the students so that everyone has a say on how they want everyone to behave in lessons. These rules vary depending on the school, teacher and class, but will always align with School Rules. Class rules include but are not limited to the following:

- Lateness to class
- Leaving class without permission
- Disruptive behaviour
- Incorrect use of equipment (OH&S)
- Eating/drinking in class (excluding circumstances where the classroom teacher has given permission; and/or, drinking water)

- Insufficient or incorrect equipment for class

1.3. Monitoring and compliance

Compliance of this Schedule will be monitored by teaching staff at the school throughout the school day. Non-compliance will be reported to the Office of Good Standing.

1.4. Responsibility

The school

The school is responsible for ensuring all students abide by this schedule. The school will investigate incidents of non-compliance as quickly as possible identifying supportive actions to mitigate negative behaviour re-occurrence.

The school will notify parents if behaviour is re-occurring. The school may engage with departmental staff or independent service providers to support compliance to this Schedule.

Parents

Parents are expected to comply with this schedule and participate in discussions which result in re-occurring instances of noncompliance.

Students

Students are responsible for their conduct and behaviour while at Darwin Middle School. It is expected that all students will comply with this schedule.

1.5. Consequences

Consequences are applied dependent on the category level. In all cases level 1 instances will be discussed with the student and consideration given to individual circumstances with informed behaviour strategies then applied.

Repeated behaviour will result in, loss of good standing and/or parent contact to discuss alternative strategies. Repeated violation of agreement or escalating behaviour may result in withdrawal of privileges.

In the event of repeated truancy, the matter may be referred to a student engagement officer who are authorised persons under the [Education Act 2015 \(NT\)](#).

They will hold meetings parents and the school to identify the attendance issue and provide support through:

- official visits to the school to check their attendance
- the use of external providers to help students re-engage with schooling.

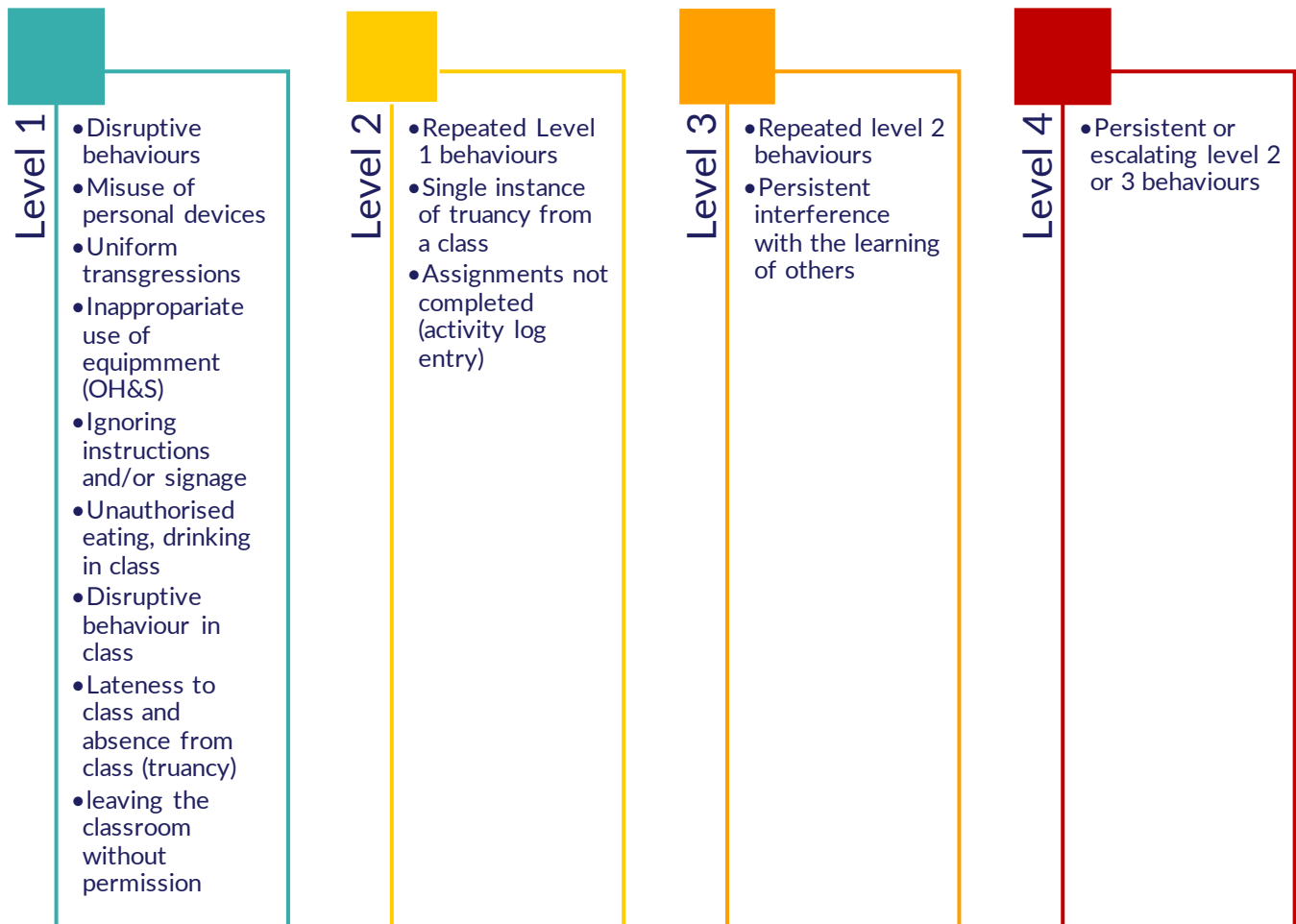
If engagement attempts are still unsuccessful, a compulsory conference notice may be issued to you. This is a meeting:

- to create a plan that helps your child regularly attend school
- with a representative from your child's school.

If parents do not attend these meetings without a good reason the truancy issues continue a compliance notice may be issued. Continued nonattendance may result in an infringement notice and legal proceedings under the [Education Act 2015 \(NT\)](#).

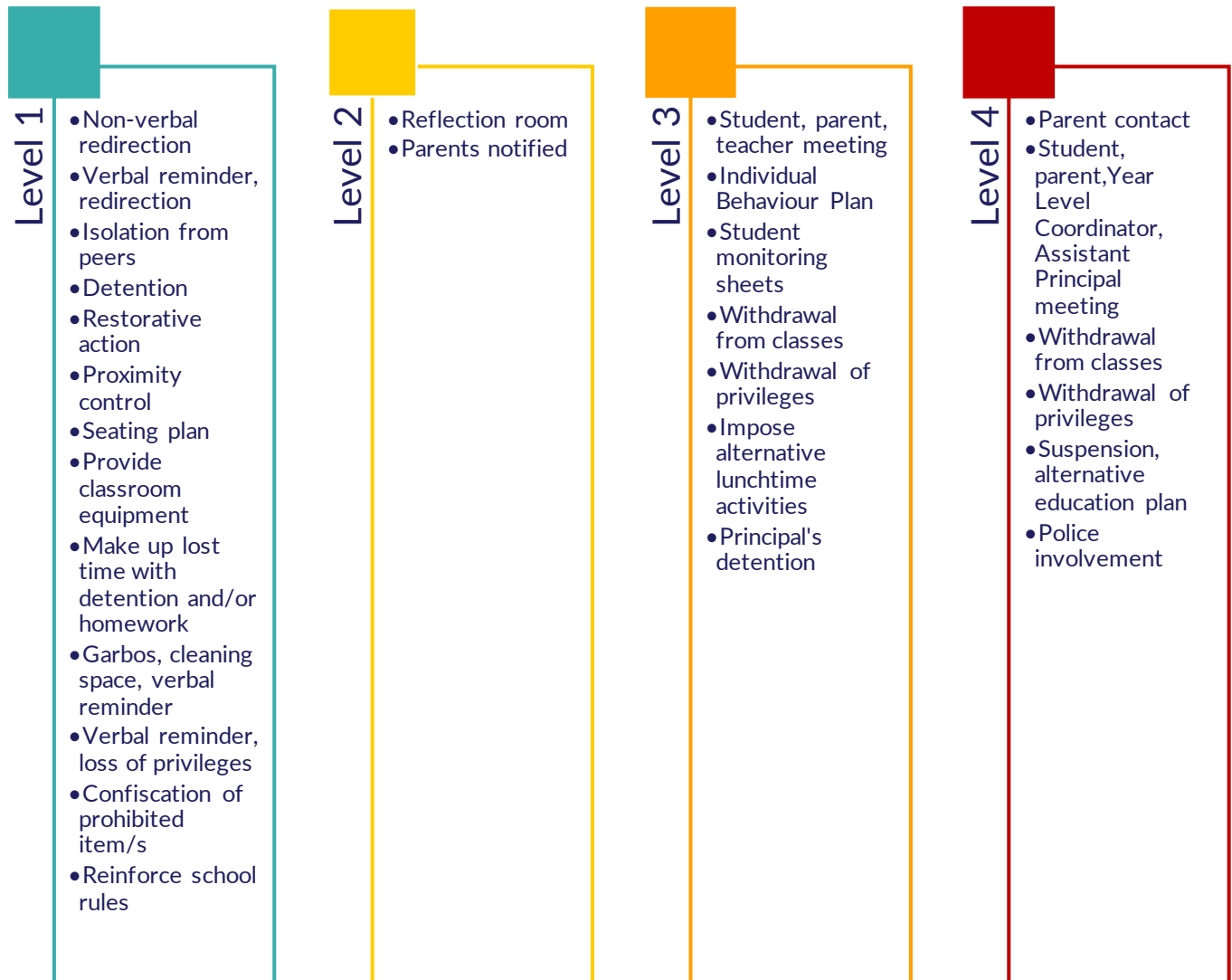
1.5.1. Responsible Behaviour Plan Level

A violation of agreement can be categorised as Minor levels 1 and 2 or Significant levels 3 and 4 negative behaviour under the Responsible Behaviour Plan.



1.5.2. Management strategies

There are various actions and management strategies that can be adopted to address incidents of violations or breaches of agreements. Below sets out management strategies that can be applied.



2. Inappropriate use of technology

2.1. Applicability

This Schedule applies to:

Persons:

- All students and their parents/carers
- Any student who is involved in inappropriate use of technology or students who joins in if others choose to be irresponsible with ICT.

Equipment:

- ICT equipment owned or leased either partially or wholly by the school and used on or off the school site.
- Any personal devices on the premises such as mobile phones, smart watches, iPads, tablets and any other device that allow electronically based distractions.

2.2. Inappropriate use

Darwin Middle School provides a computer network which includes internet access facilities, computers and other school ICT equipment/devices to support teaching and learning programs. The school ICT equipment/devices are for educational purposes appropriate to the school environment.

Inappropriate use of technology as it applies to this schedule includes but is not limited to the following:

- Use of the school ICT equipment/devices without a signed agreement.
- Using another students log in or pass word details; or providing these details to another student so they might be used
- Using the school ICT equipment/devices for bullying or harassment
- Using the school ICT equipment/devices to upset, offend, harass, threaten or in any way cause harm to another person.
- Using personal mobile devices such as mobile phones outside this schedule. All personal devices must be turned off and stored for the duration of the school day.
- Using the Internet without permission and without staff supervision.
- Accessing, or attempt to access, inappropriate, age restricted, or objectionable material, and/or:
 - Download, save or distribute such material by copying, storing, printing or showing it to other people
 - Upload any files or software onto any of the schools ICT systems that is not related to school work
 - Make any attempt to bypass security, monitoring and filtering that is in place at school

If inappropriate material is accidentally accessed, this must be reported immediately, the screen is to be turned off or minimised and others are not to be shown.

- Downloading any files such as music, videos, games or programs without the permission of a teacher.

- Introduce any images, material or files into the school ICT equipment/devices unless prior approval has been granted.
- Connect any device (such as a USB drive, camera or phone) to, or attempt to run any software on, school ICT unless prior approval has been granted This includes all wireless technologies.
- Sharing any personal information obtained via the school ICT equipment, including name, address, email address, phone numbers, and photos.
- Intentionally or unintentionally disrupt or damage any school ICT equipment/devices.
- Attempting to hack or gain unauthorised access to any system.

2.2.1. School ICT equipment

There are rigorous cybersafety practices in place that protect the school network and maintain a cybersafety culture which aligns with the values of the school, Departmental policy ([link](#)) and Legislation ([link](#)).

All students attending Darwin Middle School access the school ICT equipment to facilitate their learning, even if they provide their own devices. As such all students and their parents/carers will need to agree to the terms and conditions within the Darwin Middle School Cypersafety Agreement prior to their enrolment being accepted.

2.2.2. Mobile phones and personal devices

In line with the Northern Territory Government *Mobile Phones in Government School Policy*, as of January 2023, student mobile phones are not permitted to be used at Darwin Middle School. They are to be turned off and away during the school day.

Smart watches must be placed on flight mode so phone calls and messages cannot be sent or received during the school day.

Mobile phones owned by students are brought to school at the student's or parent's risk. Darwin Middle School does not take any responsibility for accidental property damage or theft of personal items. Students and their parents are encouraged to obtain appropriate insurance for their personal items.

2.2.2.1. Exemptions

It is acknowledged that mobile devices can be powerful education tools when used responsibly. Many teachers and students at Darwin Middle School use devices in ways that support educational outcomes, including accessing information and resources, taking photos or videos of learning activities, playing educational games, and collaborating with other students. For some students, mobile phones and apps are critical for monitoring their health condition.

As such, students may be granted an exemption to use their mobile phone and smart watch during the school day:

- to monitor a health condition as part of a school approved documented health care plan
- for a particular educational purpose under the direct instruction of a teacher
- with permission of a teacher for a specific purpose
- in the event of an emergency.

Exemptions for medical/health purposes will need to be part of the students Health Care Plan.

2.3. Monitoring compliance

Darwin Middle School may monitor traffic and material sent and received using the school's ICT network. The school may use filtering and/or monitoring software to restrict access to certain sites and data, including email.

The school may also audit its computer network, internet access facilities, computers and other school ICT equipment/devices or commission an independent forensic audit. Auditing of these items may include any stored content, and all aspects of their use, including emails.

2.3.1. Reporting

Inappropriate behaviour relating to school ICT equipment/devices must be reported immediately to a school staff member to ensure all school equipment is maintained and available for educational use. This includes reporting of any damage to either school or personal devices on the premises. This ensures that each incident of inappropriate behaviour relating to this schedule is recorded and investigated appropriately.

2.4. Responsibility

The school

The school is responsible for ensuring its ICT network and equipment are used safely and appropriately and that all students abide by this schedule.

The school principal is responsible for determining necessary actions required to enforce this schedule, this includes applying consequences in line with the Responsible Behaviour Plan.

Parents

The school accepts that parents give their children mobile phones to protect them from everyday risks involving personal security and safety. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can speak with their child as quickly as possible. Parents are expected to comply with this schedule and are reminded that in cases of emergency, the school office remains a vital and appropriate point of contact and can ensure your child is reached quickly and is assisted appropriately.

Students

Students are responsible for their conduct and behaviour while at Darwin Middle School. It is expected that all students will comply with this Schedule.

2.5. Consequences

2.5.1. ICT equipment

The consequences of the misuse of school ICT equipment are dependent on the severity and type of incident that has occurred. In all cases school staff will assess the incident and apply management strategies as per the Responsible Behaviour Plan. Depending on the level of severity of the incident the school may contact parent/cares or in serious cases the school may take disciplinary action. The school may seek restitution for any costs relating to the repair of equipment. If illegal material or activities are involved, it may be necessary for the school to inform the police.

2.5.2. Mobile phones and personal devices

The consequences of inappropriate use of mobile phones and personal devices is as follows:

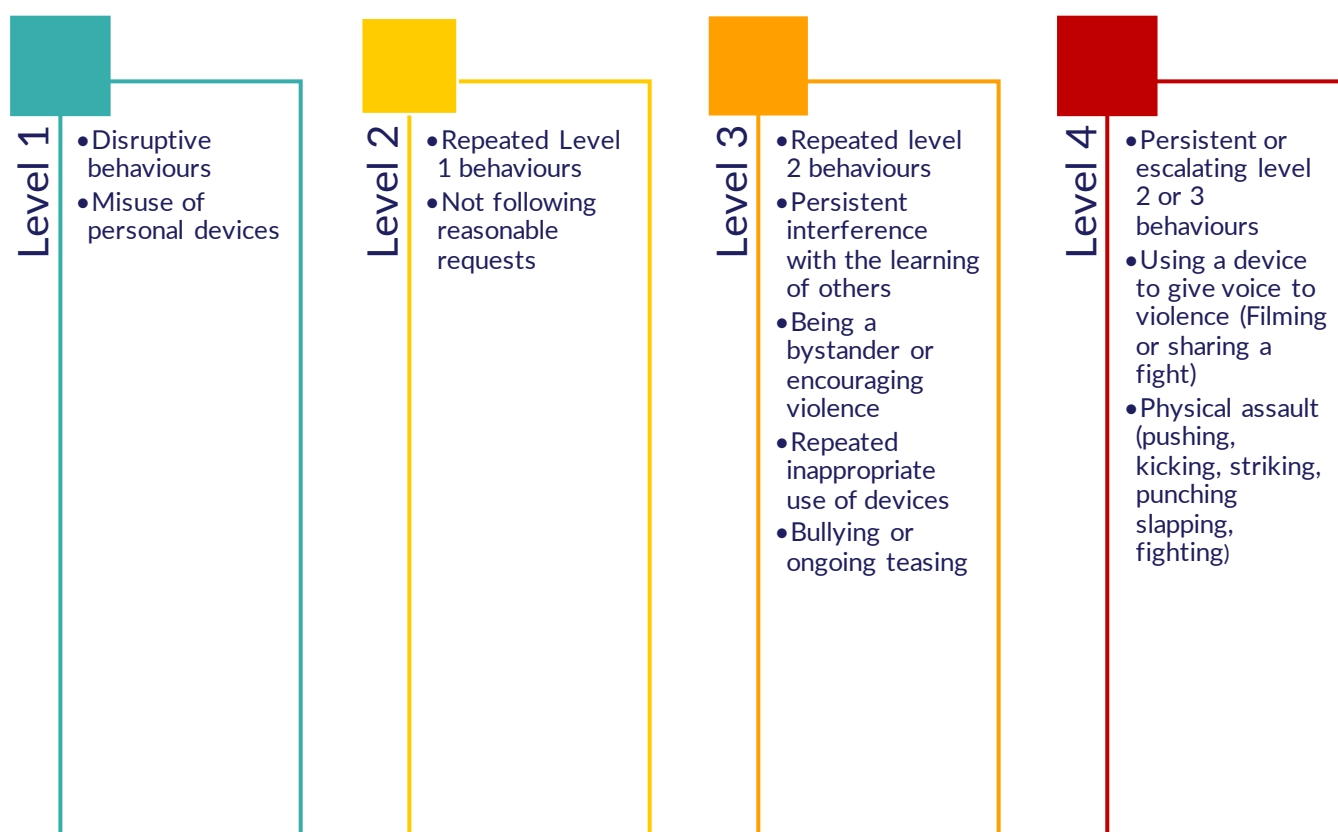
First offence: have their mobile phone confiscated and held at the office. The student will need to collect their mobile phone at the end of the school day.

Second offence: the mobile phone will be confiscated and held at the office. The parent will be informed and requested to collect the mobile phone.

Third offence: further disciplinary action will be applied in accordance with the Responsible Behaviour Plan.

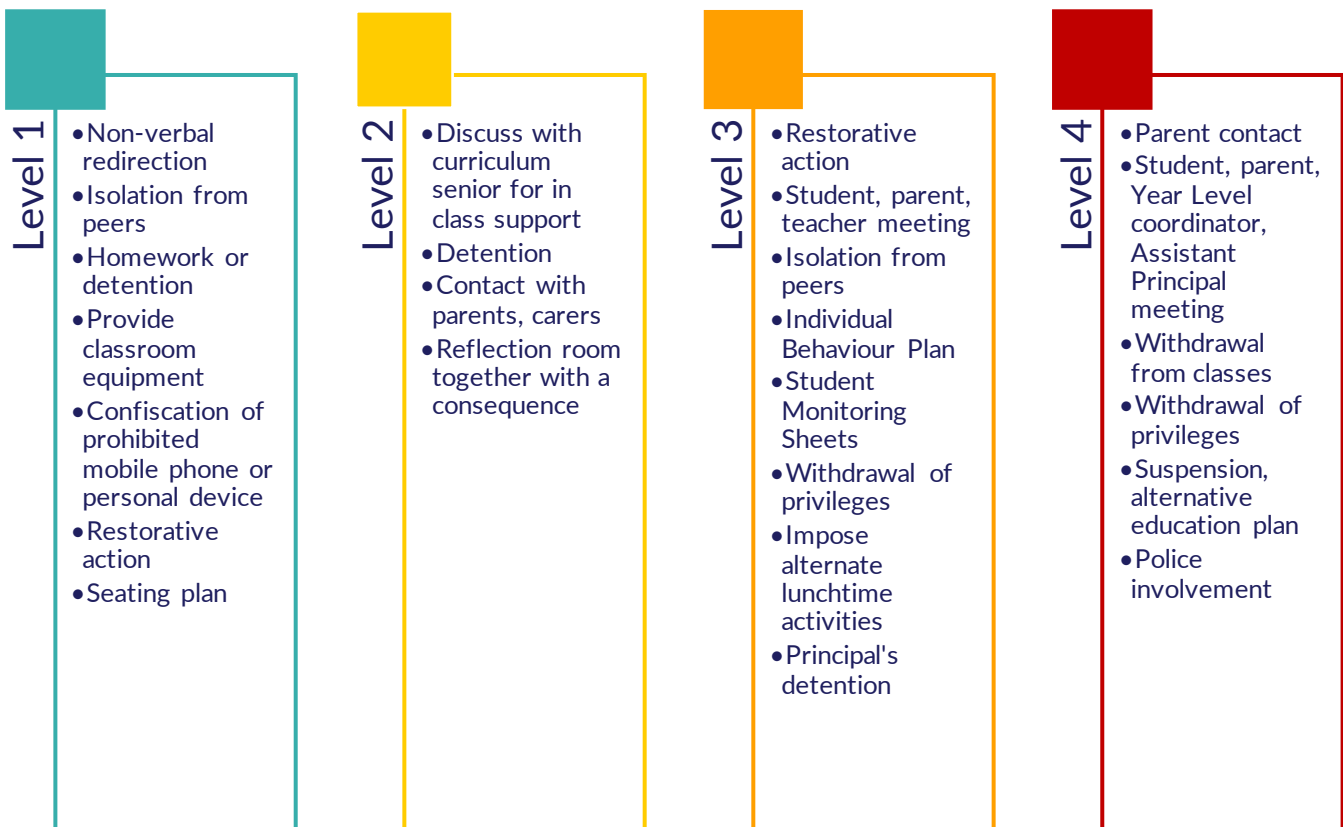
2.5.3. Responsible Behaviour Plan Level

Inappropriate use of technology can be categorised Minor levels 1 and 2 and Significant levels 3 and 4 negative behaviour under the Responsible Behaviour Plan. The application of levels is dependent on the frequency and level of incident. Behaviours include:



2.5.4. Management Strategies

Actions and management strategies are adopted to address the inappropriate use of technology. These actions/strategies are designed to deter behaviour, protect school ICT equipment and ensure that the learning environment is not disrupted, and students remain engaged. Below sets out management strategies that can be applied.



3. Bullying

3.1. Applicability

This schedule applies to:

Persons:

- All teaching and administrative staff
- All students
- Parents/Caregivers

Environment:

The educational environment includes; school premises, such as school buildings and school grounds, during school excursions, camps, extracurricular activities and other school organised functions.

Darwin Middle School has a duty of care for students who are travelling to and from the educational environment. This includes the school bus and the bus interchange.

3.2. Bullying

For the purpose of this Schedule, Bullying is defined as:

“behaviour that is meant to be harmful and offends, threatens or intimidates the person being bullied. It may include:

- *verbal insults like teasing, name-calling, harassing;*
- *physical behaviour like hitting, kicking, pushing;*
- *“mucking about” that goes too far;*
- *cyber-bullying like offensive messages or posts on social media; or*
- *anti-social behaviour like exclusion, gossip, spreading rumours or offensive gestures.”*

“Youth Law Australia; December 1, 2022; [Bullying At School | Legal Support in the Northern Territory | Youth Law Australia | Youth Law Australia \(yla.org.au\)](#)”

Darwin Middle School is committed to ensuring the safety and wellbeing of our students, staff and the community.

In the event of an incident involving indecent behaviour the school will respond in ways that will:

- cease the behaviour
- minimise harm
- ensure the wellbeing and safety of students and all members of the school community
- align with departmental policy and legislation.

3.3. Responsibility

The safety and wellbeing of students and staff are paramount to our school and school community. Incidents involving Bullying that occurs at Darwin Middle School will be investigated dealt with as quickly as possible.

The School:

The school is responsible for investigating incidents as quickly as possible and will endeavour to notify parents the same day.

The school principal is responsible for determining necessary actions that support the needs of the student, families and the school and will apply consequences in line with evidence gathered in line with legislation, policy and procedure. Various support programs and activities are available to support students involved in or affected by bullying.

The school is responsible for ensuring its teaching and administrative staff are equipped to deal with and de-escalate instances of assault, in addition there are programs and activities in place that will support and assist students and parents to overcome such incidents.

Parents

In all cases, parents and/or carers will be contacted if a student is involved in a bullying incident.

Parents and students are strongly encouraged to contact the school if they become aware of any incidents of bullying.

The school expects parents to be involved and actively contribute to the decision making that will inform individual behaviour plans or strategies, or victim impact actions that may be required.

Students

Students are responsible for their conduct and behaviour while at Darwin Middle School. It is expected that students will contribute to and actively participate in any individual behaviour plans/strategies or victim impact actions.

Students are strongly encouraged to report incidents of bullying to the school so that the matter can be recorded and investigated. Victims of threatening behaviour, verbal, cyber etc may also make a report to Police.

3.4. Consequences

Instances of behaviour under this Schedule will be reported to the Senior Leadership Team.

A member of the Senior Leadership Team will contact parents of students who are involved in incidences or reports of bullying.

Police may be notified, dependant on the severity of the incident.

Consequences are dependent on the situation and the circumstances regarding the student/s involved and may involve, suspension or detention. The principal will make determinations based on the severity of the incident and its potential for harm/impact on the school community.

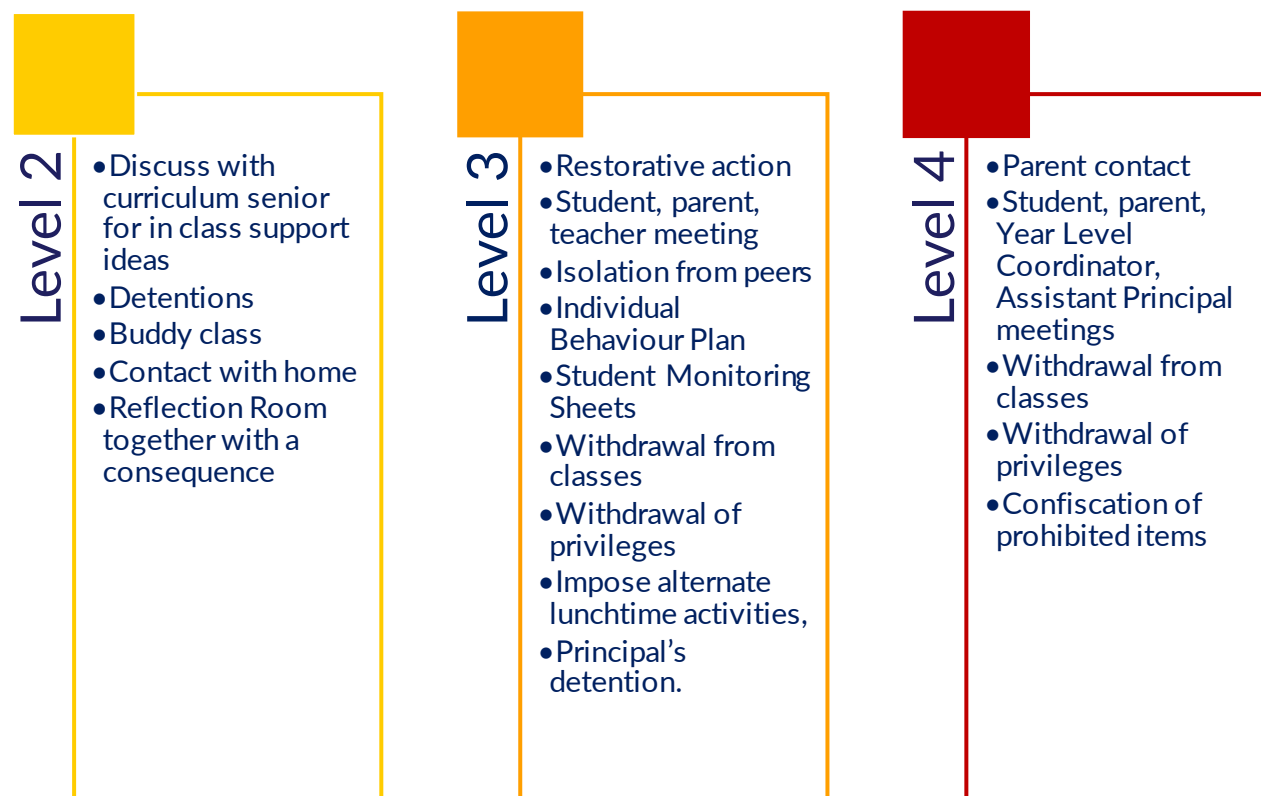
3.4.1. Responsible Behaviour Plan level

Bullying can be categorised as Minor level 2 and Significant level 3 and 4 negative behaviour under the Responsible Behaviour Plan.



3.4.2. Management strategies

Actions and management strategies to address bullying are applied to support all involved. These actions/strategies are designed to deter behaviour, minimise impact and ensure the school remains a safe environment for the whole school community. Below sets out management strategies that can be applied.



4. Indecent behaviour

4.1. Applicability

This schedule applies to:

Persons:

- All teaching and administrative staff
- All students
- Parents/Caregivers

Environment:

The educational environment includes; school premises, such as school buildings and school grounds, during school excursions, camps, extracurricular activities and other school organised functions.

Darwin Middle School has a duty of care for students who are travelling to and from the educational environment. This includes the school bus and the bus interchange.

4.2. Indecent behaviour

For the purpose of this Schedule, indecent behaviour is defined as per the [Summary Offences Act 1923 \(NT\)](#) as: “*riotous, offensive, disorderly or indecent behaviour, of fighting, or using obscene language*”.

Darwin Middle School is committed to ensuring the safety and wellbeing of our students, staff and the community.

In the event of an incident involving indecent behaviour the school will respond in ways that will:

- cease the behaviour
- minimise harm
- ensure the wellbeing and safety of students and all members of the school community
- align with departmental policy and legislation.

4.3. Responsibility

The safety of students and staff are paramount to our school and school community. Incidents involving a indecent behaviour that occurs at Darwin Middle School will be investigated dealt with as quickly as possible.

The School:

The school is responsible for de-escalating incidents as quickly as possible. Dependant on the nature and seriousness of the incident the school may notify parents and in extreme cases the authorities such as police and may be contacted.

The school principal is responsible for determining necessary actions that support the needs of the student, families and the school and will apply consequences in line with evidence gathered in line with legislation, policy and procedure.

The school is responsible for ensuring its teaching and administrative staff are equipped to deal with and de-escalate instances of indecent behaviour, in addition there are programs and activities in place that will support and assist students and parents to overcome such incidents.

Parents

In all cases, parents and/or carers will be contacted if a student is involved in an incident of indecent behaviour.

The school expects parents to be involved and actively contribute to the decision making that will inform individual behaviour plans or strategies, or victim impact actions that may be required.

Student

Students are responsible for their conduct and behaviour while at Darwin Middle School. It is expected that students will contribute to and actively participate in any individual behaviour plans/strategies or victim impact actions.

4.4. Consequences

Instances of behaviour under this Schedule will be reported to the Senior Leadership Team.

A member of the Senior Leadership Team will contact parents of students who are suspected of the possession, use or distribution of a weapon.

Police may be notified, dependant on the severity of the incident.

Consequences are dependent on the situation and the circumstances regarding the student/s involved and may involve, suspension or detention. The principal will make determinations based on the severity of the incident and its potential for harm/impact on the school community.

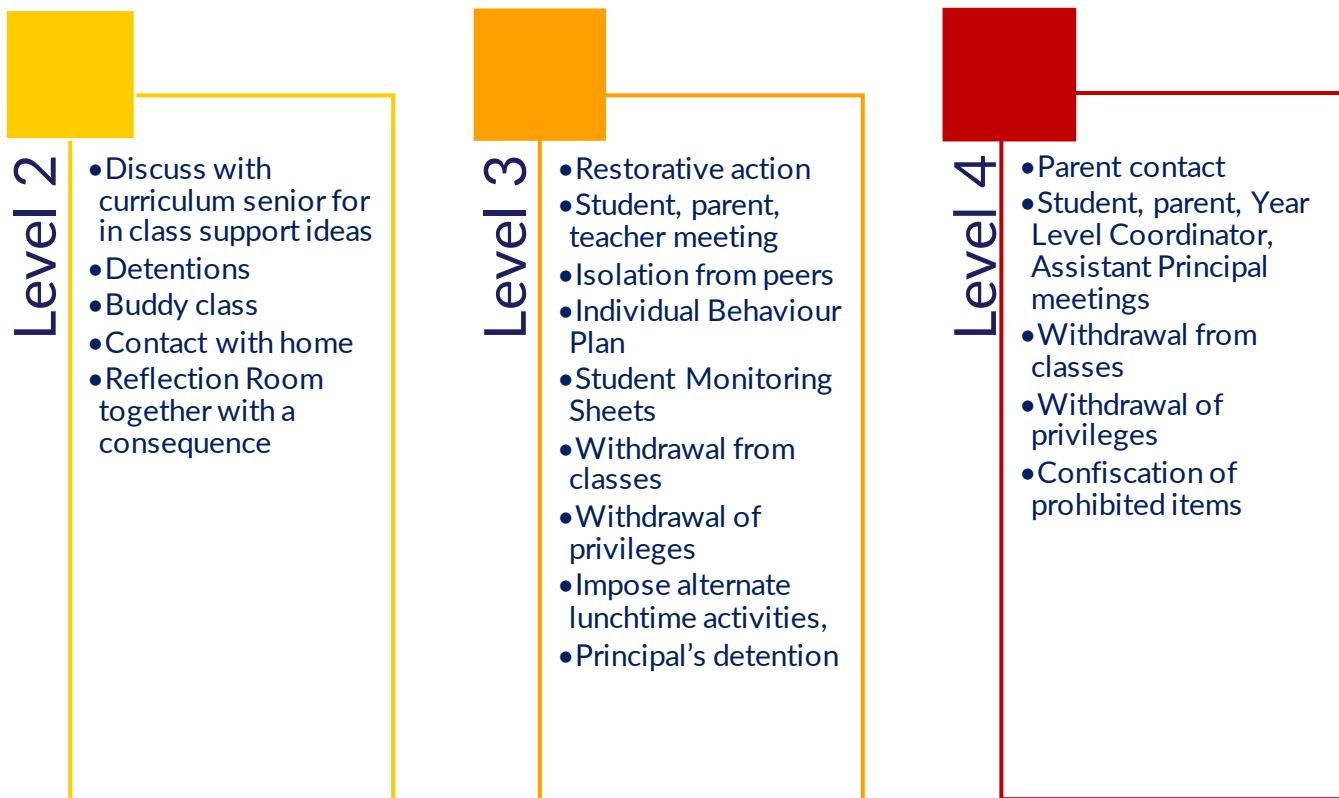
4.4.1. Responsible Behaviour Plan Level

Indecent behaviour can be categorised as Minor level 2 and Significant levels 3 and 4 negative behaviour as per the Responsible Behaviour Plan.



4.4.2. Management strategies

Actions and management strategies are adopted to address incidents of indecent behaviour and to support all involved. These actions/strategies are designed to deter behaviour, minimise impact and ensure the school remains a safe environment for the whole school community. Below sets out management strategies that can be applied.



5. Property Offence

5.1. Applicability

This schedule applies to:

Persons:

- All teaching and administrative staff
- All students
- Parents/Caregivers

School Environment:

The educational environment includes; school premises, such as school buildings and school grounds, utilities, such as plant equipment, gas and electrical supply, school vehicles and school ICT equipment.

Personal Items:

Personal items include those property items that belong to individuals at the school, whether they are students, staff or visitors.

5.2. Property offences

For the purpose of this Schedule, a property offence is as defined under the [Criminal Code Act 1983 \(NT\); Part VII Property Offences and Related Matters](#).

This includes minor property incidents such as graffiti and littering to major incidents that may include wilful damage to property, interfering with property or theft.

Darwin Middle School is committed to ensuring the safety and wellbeing of our students, staff and the community.

In the event of an incident involving property offences the school will respond in ways that will:

- minimise harm
- ensure the wellbeing and safety of students and all members of the school community
- align with departmental policy and legislation.

5.3. Responsibility

At Darwin Middle School, the safety of school property, our students and staff are paramount to our school and school community.

Incidents involving property offences or behaviour that results in property damage will be investigated dealt with as quickly as possible.

The School:

The school is responsible for responding to incidents as quickly as possible and if applicable will endeavour to notify parents the same day. Dependant on the nature and seriousness of the incident the school may notify authorities such as police, emergency services or contractors to make the building safe, in extreme cases.

The school principal is responsible for determining necessary actions that support the needs of the student, families and the school and will apply consequences in line with evidence gathered in line with

legislation, policy and procedure. Dependant in the severity of the incident, the Principal may evacuate the school until the incident is contained, damage is assessed and rectified.

The school is responsible for ensuring its teaching and administrative staff are equipped to deal with and de-escalate instances of assault, in addition there are programs and activities in place that will support and assist students and parents to overcome such incidents.

Parents

In all cases, parents and/or carers will be contacted if a student is involved in a property offence.

The school expects parents to be involved and actively contribute to the decision making that will inform individual behaviour plans or strategies, or victim impact actions that may be required.

Students

Students are responsible for their conduct and behaviour while at Darwin Middle School. It is expected that students will contribute to and actively participate in any individual behaviour plans/strategies or victim impact actions.

Students are strongly encouraged to report any incidents of personal property damage or theft to the school so that the matter can be recorded and investigated. Victims of property offences may also make a report to Police.

5.4. Consequences

Instances of behaviour under this Schedule will be reported to the Senior Leadership Team. The school may be required to contact police and/or emergency services dependent on the severity of the incident. The school may also need to arrange for urgent repairs to property to ensure the building is safe and secure.

A member of the Senior Leadership Team will contact parents of students who are involved in property offences at the school. Depending on the level of severity of the incident the school may seek restitution for any costs relating to the repair of equipment.

Consequences are dependent on the situation and the circumstances regarding the student/s involved which may be, suspension or detention. The principal will make determinations based on the severity of the incident and its potential for harm/impact on the school community.

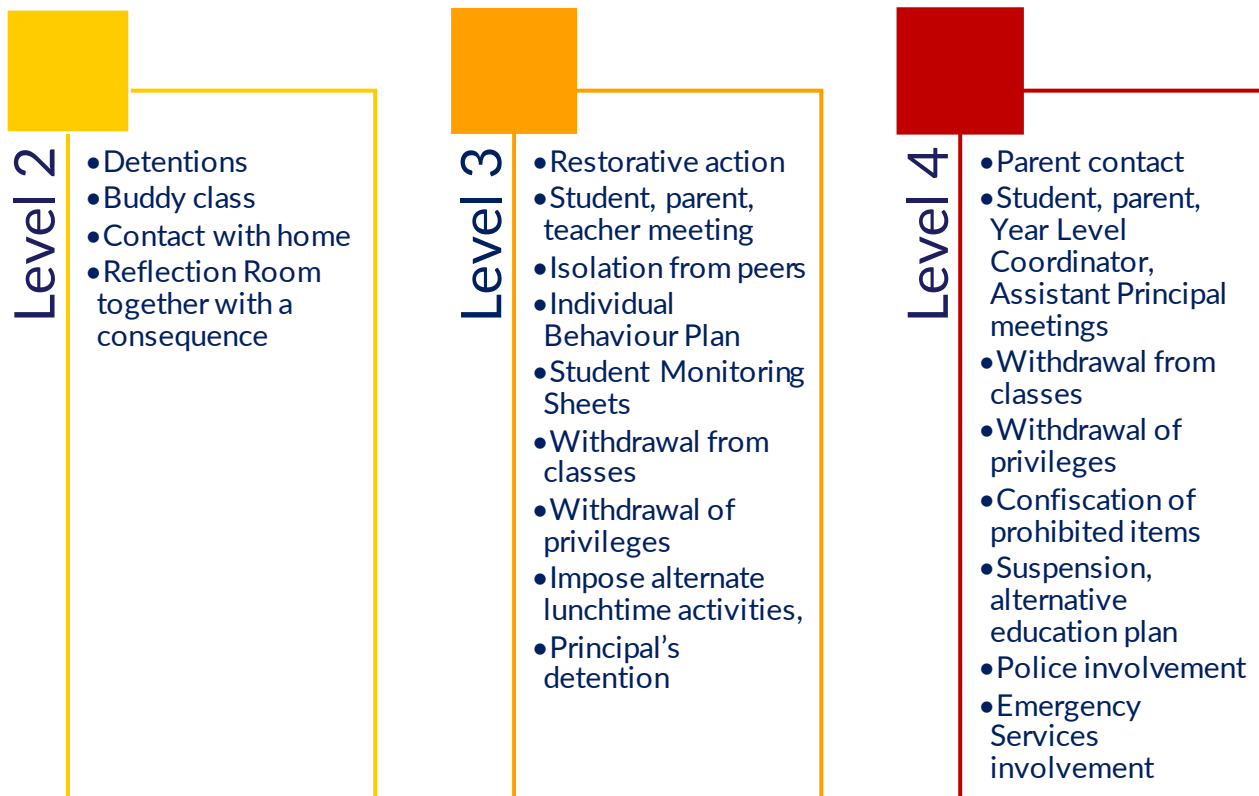
5.4.1. Responsible Behaviour Plan level

Property offences can be categorised as Minor level 2 and Significant levels 3 and 4 negative behaviour as per the Responsible Behaviour Plan.



5.4.2. Management Strategies

Actions and management strategies are adopted to support all involved. These actions/strategies are designed to deter behaviour, minimise impact on school property and ensure the school remains a safe environment for the whole school community. Below sets out management strategies that can be applied.



6. Assault

6.1. Applicability

This schedule applies to:

Persons:

- All teaching and administrative staff
- All students
- Parents/Caregivers

Environment:

The educational environment includes; school premises, such as school buildings and school grounds, during school excursions, camps, extracurricular activities and other school organised functions.

Darwin Middle School has a duty of care for students who are travelling to and from the educational environment. This includes the school bus and the bus interchange.

6.2. Assault

The [Criminal Code Act 1983 \(NT\)](#) defines “assault” as:

“the direct or indirect application of force to a person without their consent, for example touching or striking someone. It also includes an attempt or threatened use of such force, for example, threats of violence if those threats put the victim in fear of immediate physical harm. Assault does not necessarily require the infliction of serious injury or of any injury to a person.”

Behaviours that are defined as assault for the purpose of this Schedule include:

- Physical assault
- Verbal assault
- Sexual (verbal) assault
- Sexual (physical) assault

Assaults may occur, on others, on staff, or on students. Assaults may be intentional, accidental or there may be a threat of assault. Assaults may occur verbally, in writing or via personal digital devices, these include, but are not limited to, mobile phones, smart watches, tablets, laptop computers, music and video players, still and video cameras, voice recorders, instant messaging services, digital assistants, handheld games, smart devices and similar.

6.3. Responsibility

The safety of students and staff are paramount to our school and school community. Any assault that occurs at Darwin Middle School will be investigated dealt with as quickly as possible.

The School

The school is responsible for investigating incidents as quickly as possible and will endeavour to notify parents the same day. Dependant on the nature and seriousness of the incident the school may notify authorities such as police and may need to instigate a lock down or a lock out procedure in extreme cases.

The school principal is responsible for determining necessary actions that support the needs of the student, families and the school and will apply consequences in line with evidence gathered in line with legislation, policy and procedure.

The school is responsible for ensuring its teaching and administrative staff are equipped to deal with and de-escalate instances of assault, in addition there are programs and activities in place that will support and assist students and parents to overcome such incidents.

Parents

Parents are reminded that in cases of emergency, the school office remains a vital and appropriate point of contact and can ensure your child is reached quickly and is assisted appropriately. The school expects parents to be involved and actively contribute to the decision making that will inform individual behaviour plans or strategies, or victim impact actions that may be required.

Students

Students are responsible for their conduct and behaviour while at Darwin Middle School. It is expected that students will contribute to and actively participate in any individual behaviour plans/strategies or victim impact actions.

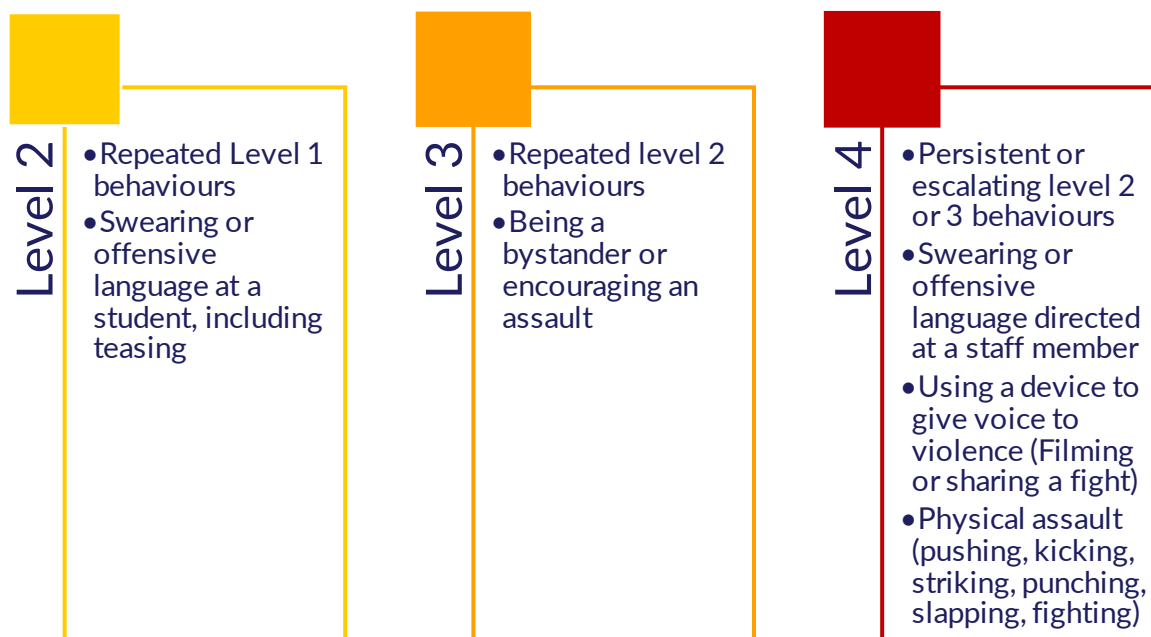
6.4. Consequences

Consequences for Assault at Darwin Middle School is determined by the type of assault and level of seriousness. All incidents are investigated with procedural fairness applied; this will inform consequence decisions made based on the individual needs of each case.

The Responsible Behaviour Plan provides a guide for teaching staff to determining the level of incident and to identify effective strategies that can be put in place.

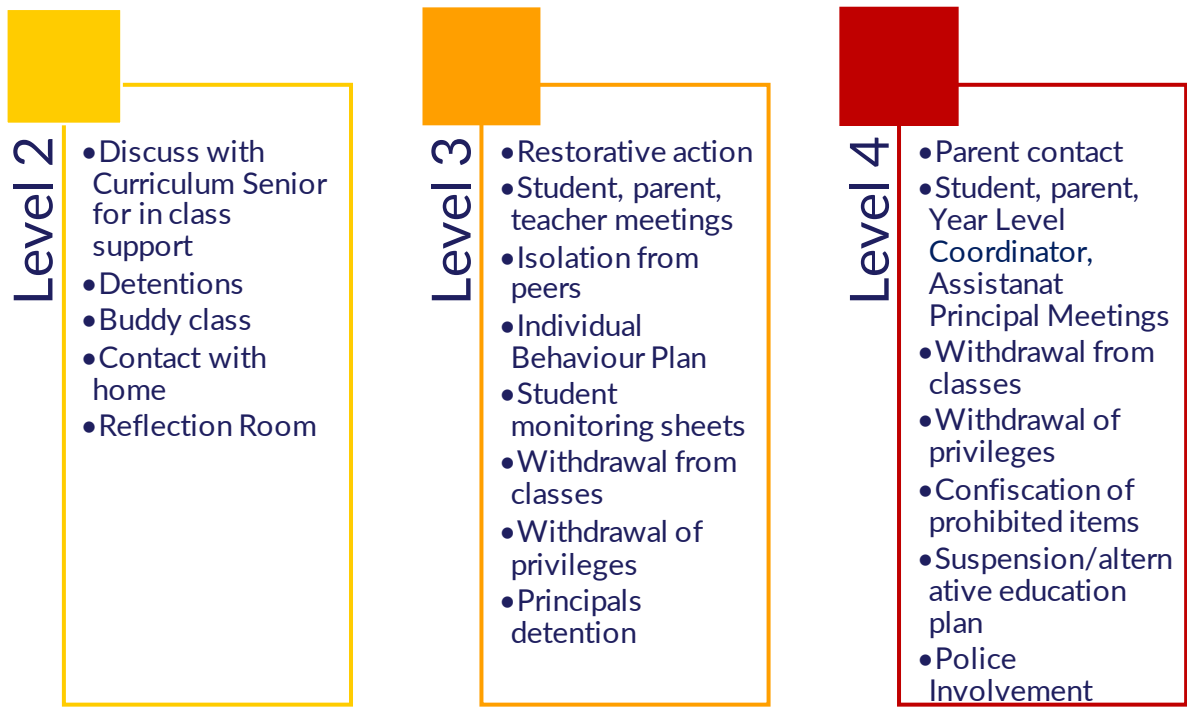
6.4.1. Responsible Behaviour Plan Level

An assault can be categorised as negative behaviour Minor level 2 and Significant levels 3 and 4 under the Responsible Behaviour Plan dependent on the frequency and level of incident.



6.4.2. Management strategies

Actions and management strategies are adopted to address assaults and to support all involved. These actions/strategies are designed to deter behaviour, minimise impact and ensure the school remains a safe environment for the whole school community. Below sets out management strategies that can be applied.



7. Illegal substances

7.1. Applicability

This schedule applies to:

Persons:

- All teaching and administrative staff
- All students
- Parents/Caregivers

Environment:

The educational environment includes; school premises, such as school buildings and school grounds, during school excursions, camps, extracurricular activities and other school organised functions.

Darwin Middle School has a duty of care for students who are travelling to and from the educational environment. This includes the school bus and the bus interchange.

For the purpose of this schedule, Illegal substances refers to:

Illicit drug - a substance that the use, possession, cultivation or trafficking of is prohibited (illegal) by law. Illicit drug use occurs when drugs are used in an illegal manner e.g. cannabis, methamphetamine. This can also include using a drug for an improper purpose or using a product or substance that is not intended to be a drug in a way which produces a drug like state.

Licit drug - drugs that are able to be purchased legally e.g. alcohol, tobacco and caffeine. This can also include medication used to treat illness, over-the-counter drugs used as directed and prescription medicines used by the intended person for the prescribed usage. When these drugs are used in a manner that is against the law e.g. alcohol purchased by or supplied to someone who is underage they become unsanctioned. Students purchasing or supplying licit substances illegally (e.g. alcohol) can be issued with a fine by the police.

Refer to the Department of Education [Management of Drug Related Incidents in Schools](#) for further information and process.

7.2. Illegal substances

Darwin Middle School is committed to ensuring the safety and wellbeing of our students, staff and the community. If suspected substance and/or illicit drug matters arise, they will be addressed in ways that:

- minimise harm
- ensure the wellbeing and safety of students and all members of the school community
- align with departmental policy and legislation.

Darwin Middle School does not permit the following within school environment:

- the possession or sale of any substance/illicit drug (includes inhalants and volatile substances)
- the possession of any drug use implement (incl. lighters/matches)
- illegal use of licit drugs e.g. alcohol, tobacco, prescribed medications
- the consumption of alcohol
- energy drinks
- the smoking and/or vaping of any form of tobacco or other drug.

7.3. Responsibility

The safety of students and staff are paramount to our school and school community. Incidents of illegal substances which occurs at Darwin Middle School will be investigated dealt with as quickly as possible.

The School:

All teaching staff are responsible for:

- ensuring that all substance-related incidents are managed in conjunction and consistent with departmental policy and relevant legislation.
- ensuring the health and safety of the student(s), other students, school staff and the community
- ensuring that all school staff are aware of the process to follow when managing drug-related incidents
- assessing the need for referral to other agencies and/or relevant professionals and agencies to provide support for students, staff and parents e.g. professional development opportunities, medical assessments, counselling and rehabilitation services
- monitoring and reviewing the implementation and effectiveness of responses to drug related incidents
- determining a suitable consequence that takes into account the frequency and severity of the student's behaviour and is consistent with the school's student behaviour management policy
- reviewing school policy to ensure currency and alignment to government and departmental policies.
- supporting students who are at risk of harm related to the misuse of drugs
- working with the school to develop support plans for at risk students
- where appropriate, initiate referrals to outside agencies.

Teaching staff will:

- respond to information or incidents involving suspected student use or possession of drugs at school in accordance with the procedure outlined in this policy
- inform the principal (or delegate) when they have reasonable grounds to suspect that a student is involved in drug related behaviours
- where they have reasonable suspicion that a student is in possession of drugs, follow the school procedure for the management of drug-related incidents
- report suspected abuse or neglect (that may be related to student misuse of drugs).

Parents

In all cases, parents and/or carers will be contacted if a student is found in possession of an illegal substance/s.

The school expects parents to be involved and actively contribute to the decision making that will inform individual behaviour plans or strategies, or victim impact actions that may be required.

Students

Students are responsible for their conduct and behaviour while at Darwin Middle School. It is expected that students will contribute to and actively participate in any individual behaviour plans/strategies or victim impact actions.

7.4. Consequences

Instances of behaviour under this Schedule will be reported to the Senior Leadership Team and Parents/Carers notified.

Any student suspected of being under the influence of a substance, licit or illicit drug will be treated as unwell in the first instance. E.g. referred to sick bay or the first aid officer. Ambulance/paramedic services may be called if required dependant on the circumstances of the incident and the health of those involved.

A member of the Senior Leadership Team will contact parents of students who are suspected of the possession, use or distribution of substances/drugs.

Police will be notified where students are suspected of possessing, using or distributing illicit drugs, drug implements or are involved in illegal use of licit substances/drugs. Police will also be notified in situations where an unidentifiable substance is suspected of being an illicit drug.

In circumstances where students are suspected of possessing and/or using licit drugs the police may not need to be contacted, however consequences will be enforced by the school and may involve suspension.

Consequences are dependent on the situation and the circumstances regarding the student/s involved and may involve suspension or detention. The principal will make determinations based on the severity of the incident and its potential for harm/impact on the school community.

7.4.1. Responsible Behaviour Plan

Illegal Substances (possession and/or use) is categorised as a Significant negative behaviour level 4 under the Responsible Behaviour Plan.

Level 4

- Possession/use/supply of illicit substances; including paraphernalia.
- Under the influence of a prohibited substance.

7.4.2. Management Strategies

Actions and management strategies are adopted to address the use of illegal substances and to support those involved. These actions/strategies are designed to deter behaviour, minimise impact and ensure the school remains a safe environment for the whole school community. Below sets out management strategies that can be applied.

Level 4

- Parent contact
- Student/Parent/ Year Level Coordinator/Assistant Principal meetings
- Confiscation of prohibited items
- Suspension and alternative education plan
- Police involvement

8. Weapons offence

8.1. Applicability

This schedule applies to:

Persons:

- All teaching and administrative staff
- All students
- Parents/Caregivers

Environment:

The educational environment includes; school premises, such as school buildings and school grounds, during school excursions, camps, extracurricular activities and other school organised functions.

Darwin Middle School has a duty of care for students who are travelling to and from the educational environment. This includes the school bus and the bus interchange.

8.2. Weapons offence

A weapon is defined as per the [Weapons Control Act 2001 \(NT\)](#)

- A **prohibited weapon** means “an article prescribed by regulation to be a prohibited weapon.”
- A **controlled weapon** means:

“a) a knife, other than a knife that is a prohibited weapon; or

(b) an article that is prescribed by regulation to be a controlled weapon.”

- An **offensive weapon** - an article:

“(a) made or adapted to cause damage to property or to cause injury or fear of injury to a person; or

(b) by which the person having it intends to cause damage to property or to cause injury or fear of injury to a person.”

8.2.1. Firearms

In accordance with the [Firearms Act 1997 \(NT\)](#), a Firearm is defined as:

“a device or part of a device (whether or not assembled, operable or temporarily or permanently inoperable) that is designed or adapted to discharge shot, a bullet or other projectile:

(a) by expanding gases produced in the device; or

(b) by igniting combustible material; or

(c) by compressed air or other compressed gases (whether stored in the device or attached to the device in pressurised containers).”

For the purpose of this Schedule, a Firearm is considered to be a weapon.

Darwin Middle School is committed to ensuring the safety and wellbeing of our students, staff and the community.

In the event of an incident involving a weapon the school will respond in ways that:

- minimise harm

- ensure the wellbeing and safety of students and all members of the school community
- align with departmental policy and legislation.

Darwin Middle School does not permit the following within school environment:

- the possession or sale of a weapon/s
- the use of a weapon/s
- toy guns, homemade weapons, replica of a weapon, fireworks, lighters

8.3. Responsibility

The safety of students and staff are paramount to our school and school community. Incidents involving a weapon/s that occurs at Darwin Middle School will be investigated dealt with as quickly as possible.

The School:

The school is responsible for investigating incidents as quickly as possible and will endeavour to notify parents the same day. Dependant on the nature and seriousness of the incident the school may notify authorities such as police and may need to instigate a lock down or a lock out procedure in extreme cases.

The school principal is responsible for determining necessary actions that support the needs of the student, families and the school and will apply consequences in line with evidence gathered in line with legislation, policy and procedure.

The school is responsible for ensuring its teaching and administrative staff are equipped to deal with instances involving a weapon and are aware of emergency procedures.

The school will ensure there are programs and activities in place that will support and assist students and parents to overcome such incidents.

Parents

In all cases, parents and/or carers will be contacted if a student is involved in an incident with or found in possession of a weapon.

Parents are reminded that in cases of emergency, the school office remains a vital and appropriate point of contact and can ensure your child is reached quickly and is assisted appropriately.

The school expects parents to be involved and actively contribute to the decision making that will inform individual behaviour plans or strategies, or victim impact actions that may be required.

Students

Students are responsible for their conduct and behaviour while at Darwin Middle School. It is expected that students will contribute to and actively participate in any individual behaviour plans/strategies or victim impact actions.

8.4. Consequences

Instances of behaviour under this Schedule will be reported to the Senior Leadership Team.

A member of the Senior Leadership Team will contact parents of students who are suspected of the possession, use or distribution of a weapon.

Police will be notified where a firearm or a replica is involved.

In circumstances where a prohibited, controlled or offensive weapon is involved, the police may not need to be contacted, however consequences will be enforced by the school and may involve suspension.

Consequences are dependent on the situation and the circumstances regarding the student/s involved and may involve expulsion, suspension or detention. The principal will make determinations based on the severity of the incident and its potential for harm/impact on the school community.

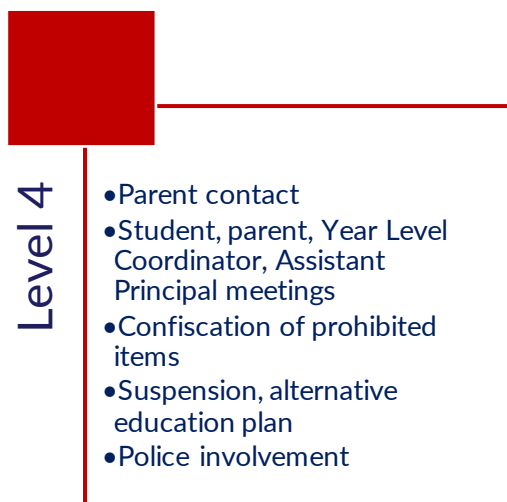
8.4.1. Responsible Behaviour Plan

Weapon/s (possession and/or use) can be categorised as a Significant negative behaviour level 4 under the Responsible Behaviour Plan.



8.4.2. Management strategies

Actions and management strategies are adopted to address weapons offences. These actions/strategies are designed to deter behaviour, minimise impact and ensure the school remains a safe environment for the whole school community. Below sets out management strategies that can be applied.



Document Metadata

Document metadata provides version control, records approval and review dates.

Document metadata		
Document Approver:	Marcus Dixon, Principal	
Author:	Sue Harley	
File Ref:	<Insert filepath	
Version Number: 1.5	Approved Date: 27 April 2023	Review Date: 27 April 2024