

PLAN FOR THE USE OF DISCIPLINARY MEASURES

The plan to implement disciplinary educational discussions, detention and other disciplinary measures in TIS.

Problematic situations are dealt with as soon as possible with the parties involved in the matter.

1. A DISCIPLINARY EDUCATIONAL DISCUSSION is always the primary disciplinary measure. It is a discussion arranged outside the school day. The participants in the discussion are the pupil, the teacher or the principal who has issued the discussion, the guardians if they wish to be there, and possibly other adults who are involved in the matter. The disciplinary educational discussion can last up to two hours at the most and is arranged as soon as possible after the event in question. The main points of the discussion and the resolution or an agreement to improve behaviour are entered into the pupil's "Support" section in Wilma. During the discussion, or very soon after it, the guardians are contacted by phone, sending a text message or a message through Wilma. The guardian is to be given the opportunity to participate in the discussion. The teacher/principal responsible for setting up the discussion is to monitor that the agreements in the discussion are carried out. If the agreements are broken, a new discussion is held. If the pupil's actions still do not change after this, the pupil will be given detention. The disciplinary educational discussion is based on the Basic Education Act, section 35a .

For example, the following matters can be dealt with in a disciplinary educational discussion:

- constant or frequent tardiness
- absence without permission
- disturbing a lesson
- unfinished homework
- inappropriate language or behaviour
- smoking (for the first time)
- vandalism
- cheating

- bringing forbidden objects or substances to school
- exiting the school area
- throwing snowballs (for the first time)
- bullying

2. DETENTION is a disciplinary measure that can last up to two hours at the most. Detention focuses on an identified action and it is completed outside the school day. The teacher or the principal who has witnessed the disobedient behaviour issues it. The information regarding the detention is entered into the “Disciplinary measures” in the pupil’s “Support” section in Wilma. The pupil is to be heard before the detention takes place and the guardian is to be offered an opportunity to be heard. The teacher who has given the detention will inform the guardian of the detention by calling, sending a text message or sending a message through Wilma. Detention must include educational activities, for instance a discussion or tasks that will support education. The teacher/principal who issued the sanction is responsible for monitoring the pupil after the detention. Detention and a written warning are based on the Basic Education Act , section 36.

If several detentions must be given for the same reason, A WRITTEN WARNING FROM THE PRINCIPAL is considered. Before this, the pupil’s actions are to be discussed in a MAR meeting (in a cross-sectoral pupil welfare group) together with the guardian. A written decision will be made about issuing a written warning.

Detention and written warnings can be given for the following reasons, for example:

- repeating the actions already dealt with in disciplinary educational discussions (detention as a consequence)
- repeating the actions already discussed in detention (a written warning as a consequence)
- using violence (physical and verbal) or threatening with it
- physical harassment of a teacher or someone else working at the school
- bullying

If a charge is brought against a pupil in a court of law, the school's disciplinary measures cannot be implemented or continued. If the pupil is acquitted, the pupil can be punished at school if the action was not a crime but punishable by a disciplinary measure at school (Basic Education Act, section 36c).

3. A PUPIL CAN BE DISMISSED FROM A LESSON OR FROM A SCHOOL EVENT if the pupil's actions are disturbing or hindering other pupils' studying or safety, and guidance or other means to control the situation have not had any effect. The dismissal of the pupil from the classroom is registered in the lesson notes in Wilma to inform the guardian. After the dismissal, the teacher is to discuss the reasons leading up to the dismissal with the pupil. The pupil is removed to a supervised room. If the pupil resists the verbal order to leave, the pupil can be removed using such necessary physical force that can be justified taking into account the pupil's age, the severity of the situation and an overall assessment of the situation. A written report must be given to the leading principal after having used physical force. Dismissing a pupil from the classroom is based on section 36b of the Basic Education Act.

4. A PUPIL'S PARTICIPATION IN EDUCATION CAN BE BANNED for the remainder of the school day at the most if there is a risk that the pupil's violent or aggressive behaviour will endanger the safety of another pupil or a person working at the school, or that the pupil's disruptive behaviour will inordinately complicate teaching or an activity associated with it. The pupil's guardians are informed by phone or a text message that the pupil has been sent home. A MAR meeting (cross-sectoral pupil welfare group meeting) with the guardian and the pupil is arranged as soon as possible. When necessary, the municipality's social workers are informed of the banning from participating in education. Banning from participating in education for the remainder of the school day is based on section 36 of the Basic Education Act.

5. A PUPIL CAN BE SUSPENDED FOR A SET PERIOD. The decision to suspend a pupil is made by KOR (the school welfare group) with the addition of the principal. The basis for the decision is an identified action. Education during the suspension period is organised through the pupil's independent

work for which the pupil receives instructions from the teachers. This is to prevent the suspended pupil from falling behind the progress of the pupil's year-class and group. A personal study plan based on the curriculum according to which teaching is given and learning monitored is made for the suspended pupil by the homeroom teacher together with the pupil's other teachers. When a pupil's behaviour has been so violent or threatening that the safety of another pupil or a person working at the school or other teaching facility has been threatened or severely endangered, and there is a clear risk that this behaviour will continue, the suspension may be enforced whether or not the decision on suspension has come into effect. (Basic Education Act, section 36a)

6. OBLIGATION TO COMPENSATE DAMAGES AND CLEAN

The pupil is obliged to compensate or clean and reorganize the school's property that the pupil has defiled or disordered (Basic Education Act, section 35). The guardians will be informed of the compensation and cleaning obligation through a Wilma message. A reasonable compensation/obligation will be agreed on considering the pupil's age and development, the nature of the action, the economic situation of the party that suffered the damages and other relevant circumstances. (Tort Liability Act 412/1974).

7. THE RIGHT TO TAKE AWAY AND CHECK FOR A DISTURBING OBJECT AND/OR SUBSTANCE

If a pupil has a forbidden or dangerous object or substance with which the pupil is disturbing the teaching or learning, a teacher or the principal has the right to take it away if the pupil refuses to hand it over upon request (Basic Education Act, section 36d). The disturbing object or substance is to be given back to the pupil after the lesson or school event. If it is probable that the pupil will continue to use the object or substance to disturb again, it can be given back to the pupil by the latest at the end of the school day. The parents are to be informed about the matter.

If it is obvious that a pupil has a forbidden object or substance that can be used to endanger one's own or others' safety, and the pupil refuses to hand it over to the teacher upon request nor reliably proves not to be in possession of it, the teacher or the principal has the right to check the pupil's belongings, school locker, and clothing on the surface. The guardians are informed of the matter in the lesson notes in Wilma.

If a pupil continuously uses a mobile device provided by the school contrary to the teacher's instructions, the pupil can be denied usage of the device for a set period. Upon the guardian's request the use of the device can be restricted at home if using it causes obvious problems. In such a case, alternative ways to complete homework will be agreed on together with the pupil and the guardian.