

Foreword

This set of guidelines is the result of many years of work experience with students by teachers and other relevant professionals. It is written for teachers by the Student Discipline Section of the Education Department. Its content is based on the experience of this Section as well as the experience of teachers, school administrators, social workers and parents.

At school, effective student discipline services can help students participate and benefit fully from school life, solve problems and decide on the appropriate actions as responsible persons. This set of guidelines has given yet another means of aligning our discipline policy and procedures with these important educational outcome. We hope it would stimulate you to consider and try out the theoretical and the practical suggestions presented and to develop a shared value base to better understand the principles and strategies of school discipline.

To facilitate interaction, these guidelines are produced in two forms, a CD-ROM and a hardcopy. Your application of the principles and strategies in these guidelines will be an important stepping stone towards a higher level of professional sophistication in the management of student discipline issues.

Finally we would like to express our heartfelt gratitude to a group of enthusiastic principals and teachers, for without their support and contribution the development of this set of guidelines would never be accomplished. We would like to thank, especially the Hong Kong Association for School Discipline and Counselling Teachers for reading and commenting on the guidelines and a group of discipline teachers for providing information and suggestions for the case illustrations in Chapter 5 and Appendix VIII.

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