

# Compassionate Discipline

## Rewards and Action plans



<http://prod.cdschool.co.za>

Please note that Chrome is the CDS preferred browser on pc, tablet and smart phone.

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**Tip: Set a web bookmark for  
<http://prod.cdschool.co.za>  
to return to CDS web page.**

# CDS Main Page

LEARNER DASHBOARD: TEST LEARNER 1 IN GRADE 2  
AWARD AND DEMERIT POINTS CALCULATED FROM 01 JANUARY 2017 - 29 DECEMBER 2016

New character award

New demerit

View Learner Report

View previous reports

Update learner

Send parent letter

Character Awards

Crisis points

Penalty points

MARGARETHA MAUER DASHBOARD

View reminders

Mass homework demerit

Mass late demerit

New learner

Grade Reports

Look up CD Topics

CDS Manuals

Due date: 29 ▾

Description

New Reminder

KDD DASHBOARD

View Limits List

View incomplete plans

View school policies

Activity Report

0

Learner rewards due

View

0

Parent meetings due

View

1

Incomplete plans

View

Learner Dashboard

Teacher Dashboard

School Dashboard

# 1. Purpose of rewards and action plans

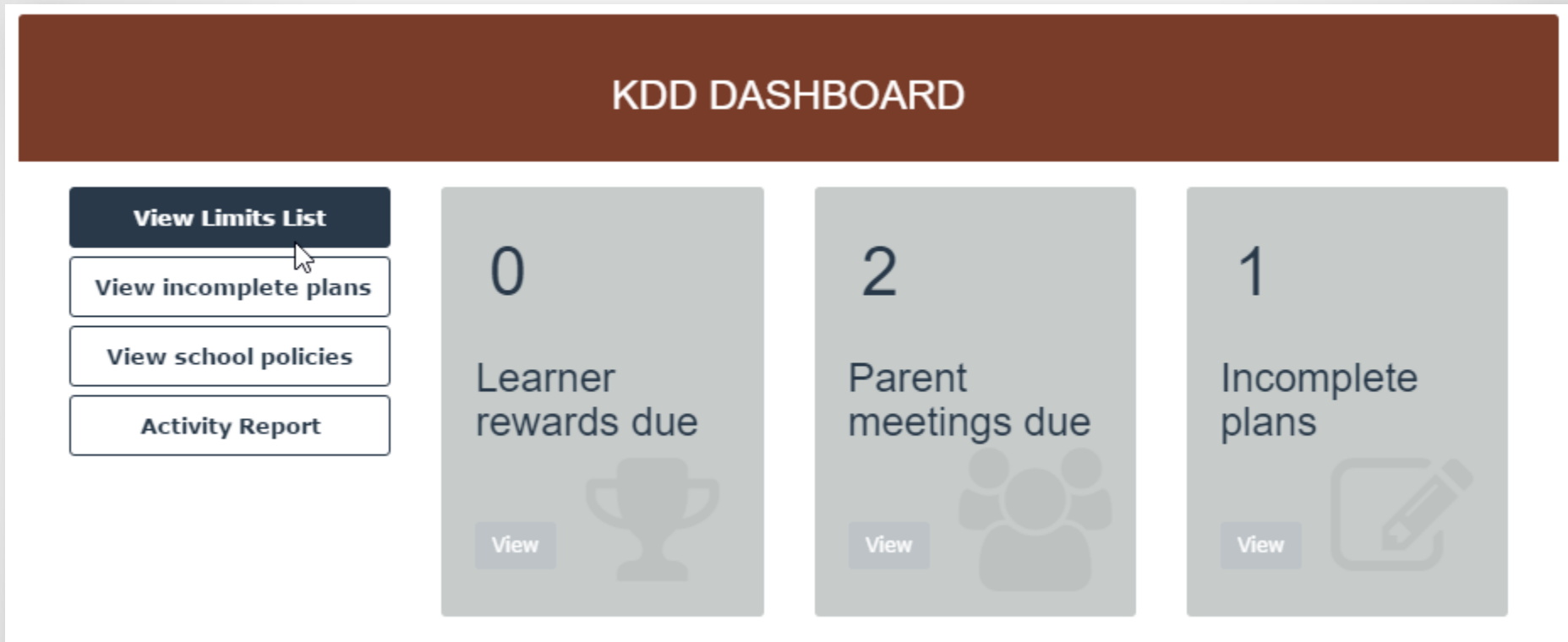
**The purpose of the limit list is to list all the learners that have exceeded award and demerit limits.**

**When a learner has exceeded the award limits, a reward or privilege should be given to the learner. This encourages learners to internalise code of honour values and to make better decisions about their behaviour.**

**When a learner has exceeded the demerit limits, a parent meeting should be scheduled where an action plan can be devised to solve the pattern of problematic behaviour. The focus is to help and correct learner behaviour which does not necessarily mean punishment. Keep in mind that for every demerit, a correction has already been implemented.**

## 2. View Limits List

### Step 2.1: Select “View Limits List” Menu Option



# Step 2.2: CDS displays limit list

List of learners who have exceeded award limits are shown on Award Limits section.  
List of learners who have exceeded demerit limits are shown on Demerit Limits section.  
Report is accessed via the “View Report” button.

## AWARDS LIMITS EXCEEDED REPORT

Learner	Grade	Awards		
Elana Mauer	7	10	<a href="#">Reward</a>	<a href="#">View Report</a>

## DEMERIT LIMITS EXCEEDED REPORT

Limits		1	2	10	10	10	10	10	10	10	
Learner	Grade	Crisis	Punishments	Manipulation	Emotional Immaturity	Inability and Accidents	Irresponsibility	Attention seeking	Misbehaviour towards others	Willful Disobedience and Defiance	
Test Learner	5	0	2	0	0	0	4	0	0	0	<div>Action Plan</div> <div>View Report</div>
Toets Leerder	5	0	5	0	0	0	2	0	0	0	<div>Action Plan</div> <div>View Report</div>

# 3. Reward learner

## 3.1 Select “Give Learner Reward” button on learner panel or “Reward” button on limit list

LEARNER DASHBOARD: ELANA MAUER IN GRADE 7

AWARD AND DEMERIT POINTS CALCULATED FROM 01 JANUARY 2017 - 31 DECEMBER 2016

New character award

New demerit

View Behaviour Report

View previous reports

Update learner

Send parent letter

Character award limit of 10 has been reached. Please award learner a privilege or reward.

Give Learner Reward

Character Awards

10

Crisis points

0

Penalty points

0

Create Reward

## 3.2: Allocate Reward

### REWARD FOR ELANA MAUER IN GRADE 7 - 31 DECEMBER 2016

10 character awards awarded from 01 January 2017 - 31 December 2016

Accepting = 1. Committed = 2. Enthusiastic = 1. Determined = 1. Submissive = 1. Thoughtful = 1. Unselfish = 1.  
Sharing = 1. Considerate = 1.

#### Reward recommended as reward for learner character behaviour

A special educational trip only allowed for character award winners

#### Note

Elana has continually aspired to better herself during 2016.


Person responsible to manage reward. Mr Harvey


Due Date: 31 ▼ December ▼ 2016 ▼

Save Reward



## 3.3: CDS Success Message

**Reward was successfully created - Learner limits reset to zero** 



### LEARNER DASHBOARD: ELANA MAUER IN GRADE 7

AWARD AND DEMERIT POINTS CALCULATED FROM 01 JANUARY 2017 - 31 DECEMBER 2016

New character award

New demerit

View Behaviour Report

View previous reports

Update learner

Send parent letter

**Character Awards**  
0

**Crisis points**  
0

**Penalty points**  
0

## 4. Facilitate parent action plan meeting

**Goal:** To devise a **plan** to solve the pattern of problematic learner behaviour.

**The focus is to identify the most severe problem and agree on a plan to help and /or correct learner behaviour. This does not always mean punishment. Keep in mind that for every demerit, a correction has already been implemented.**

**Tip:** Keep calm en focus on facts and not emotional fallout. Reschedule if meeting is derailed and get your CDS consultant in to facilitate.

**Always set a good example!**




# Action plan meeting process

- 
- **Record all attendees**
  - **Ideally learner, parents and discipline head should be present.**

- 
- **Evaluate demerits to determine most serious problem. Crises points are most important, then Punishment and lastly Correction category.**

- 
- **Define problem statement**
  - **Discuss and agree on what the most serious problem is**

- 
- **Find solution and assign to responsible person**
  - **Could be help from professional counselor or punishment suitable for age and behavioural problem.**

# 4.1 Select “Create Action Plan” button from learner dashboard or “Action Plan” from limit list

## LEARNER DASHBOARD: TEST LEARNER IN GRADE 5

AWARD AND DEMERIT POINTS CALCULATED FROM 30 DECEMBER 2016 - 31 DECEMBER 2016

New character award

New demerit

View Behaviour Report

Update learner

Send parent letter

Penalty limit of 2 has been reached:  
Please schedule action plan meeting  
with parents.

Create Action Plan

Character Awards

Create Action Plan

1

Crisis points

0

Penalty points

2

Correction points: Irresponsibility

4

12

## 4.2: Record all attendees

Indicate all persons attending the meeting.

### TEST LEARNER IN GRADE 5

AWARD AND DISCIPLINE POINTS CALCULATED FROM 30 DECEMBER 2016 - 31 DECEMBER 2016

PLEASE INDICATE ALL PEOPLE ATTENDING MEETING:

☒ Principal: Mnr Botha

☒ Learner: Test Learner

☒ Mother / Guardian:  
Test mother

☐ Father / Guardian:  
Test father

Others participating in meeting

Mrs Green

## 4.3: Evaluate demerits (1 of 2)

Evaluate demerit points mentioned in warning message and discuss problem.

### DEMERITS

Penalty limit of 2  
has been reached.

Character Count

1

Crisis Count

0

Penalty Count

2

Correction Count:  
Irresponsibility

4

## 4.3: Evaluate demerits (2 of 2)

Select demerits suggested by warning.

Date	Teacher	Misbehaviour Category	Misbehaviour	Note	Correction point	Penalty point	Crisis point
30 Dec 11:56	Margaretha Mauer	Misbehaviour towards others	Learner hurts any adult or child physically with or without an object used as a weapon.	Learner kicked John on the shin and it left a wound that was bleeding.	0	1	0
30 Dec 12:53	Margaretha Mauer	Irresponsibility	Learners homework is not up to standard (taking into account the childs past performance, not compared to other learners work but his or her own ability) or not quite finished.	Learners did not complete Afrikaans essay as instructed. They have to complete essay by tomorrow with 200 additional words.	2	0	0
30 Dec 15:14	Margaretha Mauer	Irresponsibility	Learners homework is not up to standard (taking into account the childs past performance, not compared to other learners work but his or her own ability) or not quite finished.	Leerders se Afrikaanse opstelle moes vandag voltooi wees. Moet oor twee dae ingehandig word met 200 addisionele woorde.	2	0	0
31 Dec 13:14	Margaretha Mauer	Misbehaviour towards others	Learner spreads lies about anyone.	Learner lied about Jane.	0	1	0

# 4.4: Determine problem statement

**Agree on problem statement and enter it into the action plan.**

## PROPOSED SOLUTION TO CURRENT LEARNER BEHAVIOUR.

**Agree with all present what the main problem is causing the learner behaviour by referring to exceeded limits.**

**Only one problem should be addressed at a time: Crisis points are the most important issue, then punishments and lastly corrections.**

2 Penalty points for misbehaviour towards others indicate that learner does not have a regard for other people's health or well being.



## 4.5: Devise solution and save plan

**Discuss and agree upon appropriate solution or punishment.**  
**Assign responsible person to oversee solution / punishment and a due date.**  
**Select “Save Plan”**

**Select best suited solution / punishment in accordance with main problem**

Service to needy sector of community on Friday afternoon or Saturday.

**Solution / Punishment note**

Learner needs to serve others in order to move focus of thinking outside himself.

**Responsible person to execute solution / punishment** Mr MacKenzie

**Due Date:** 13 ▼ January ▼ 2017 ▼

Save Plan

# 4.5: Download Plan

Plan was successfully created - Learner limits reset to zero



Home / Action Plan

Download report



## TEST LEARNER IN GRADE 5

AWARD AND DISCIPLINE POINTS CALCULATED FROM 30 DECEMBER 2016 - 31 DECEMBER 2016

### MEETING ATTENDEES

**Principal:** Mnr Botha

**Learner:** Test Learner

**Mother / Guardian:** Test mother

**Others participating in meeting** Mrs Green

# 4.6: Print 2 copies and sign plan

*CD School letterhead*

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**Action Plan for Test Learner in grade 5 on 31 December 2016**  
Please print a copy, get participant signatures and file copy

**Meeting Attendees:**  
Principal: Mnr Botha  
Learner: Test Learner  
Mother / Guardian: Test mother  
Other participants: Mrs Green

**Award and discipline points calculated from 30 December 2016 to 31 December 2016**  
Character Awards: 1  
Crises: 0  
Penalties: 2  
Correction points Irresponsibility: 4  
Penalty limit of 2 has been reached: Please schedule action plan meeting with parents.

**Solution Decisions**  
Main learner problem:  
2 Penalty points for misbehaviour towards others indicate that learner does not have a regard for other people's health or well being.  
Proposed solution:  
Service to needy sector of community on Friday afternoon or Saturday.  
Note:  
Learner needs to serve others in order to move focus of thinking outside himself.  
**Person responsible for supervising completion of solution by 13 January 2017 is Mr McKenzie**

**Signatures**

\_\_\_\_\_  
Principal: Mnr Botha

\_\_\_\_\_  
Mother / Guardian: Test mother

\_\_\_\_\_  
Father / Guardian: Test father

**All attendees  
should sign plan  
and copies  
provided to each  
party.**

**Responsible  
person will  
complete plan  
with feedback on  
solution /  
punishment.**

# If you encounter a problem:

**Select “Report Problem” link and fill out the problem form.**

**A consultant will contact you to resolve the issue.**

