



“Working Together for a Better Future”

STUDENT WELLBEING & ENGAGEMENT POLICY

PURPOSE

The purpose of this policy is to ensure that all students and members of our school community understand:

- (a) our commitment to providing a safe and supportive learning environment for students
- (b) expectations for positive student behaviour
- (c) support available to students and families
- (d) our school’s policies and procedures for responding to inappropriate student behaviour.

Wallan Primary School is committed to providing a safe, secure and stimulating learning environment for all students. We understand that students reach their full potential only when they are happy, healthy and safe, and that a positive school culture helps to engage students and support them in their learning. Our school acknowledges that student wellbeing and student learning outcomes are closely linked.

The objective of this policy is to support our school to create and maintain a safe, supportive and inclusive school environment consistent with our school’s values.

SCOPE

This policy applies to all school activities, including camps and excursions.

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POLICY

1. School profile

Wallan Primary School was established in 1857 and is approximately 50 kilometres north of Melbourne. We have a school enrolment of approximately 600 students enrolled from Foundation to year 6 and 60 staff. The school enrolment is fluid with students leaving and new enrolments beginning throughout the year, typically the school population will change by 10%.

Staff include a Wellbeing teacher, and ES integration and reading support aides. We are well supported by a Student Support Service Officer and a Koorie Engagement Officer who attend our school regularly.

Our school is situated in the township of Wallan. Most students that attend our school live in the township and attend Wallan Secondary College after Grade 6.

Wallan Primary School is becoming more culturally diverse with 20% of families having a language background other than English. There are 23 languages other than English spoken at home with the largest groups being Samoan and a variety of Indian dialects. The school also has a small representation from the Koorie community. There is a well developed program to support students funded under PSDMS and student in Out of Home Care arrangements.

Wallan Primary School promotes engagement, positive behaviour and respectful relationships for all students in the school. We strive to provide a nurturing and challenging environment that empowers students to reach their personal best, both academically and socially.

2. School values, philosophy and vision

Wallan Primary School's Statement of Values and School Philosophy is integral to the work that we do and is the foundation of our school community. Students, staff and members of the school community are encouraged to live and demonstrate our core values of Getting Along, Confidence, Persistence, Organisation and Resilience.

Our school motto is "Working Together for a Better Future" and is clearly demonstrated through active student, family and staff participation and collaboration in the development and implementation of policies and programs throughout the school.

Our Statement of Values and School Philosophy can be found on our school website.

"We strive to be safe, respectful, responsible learners."

3. Engagement strategies

Wallan Primary School provides a safe and positive learning environment for all students. We expect our students to strive for their personal best in all that they do, in order to experience a sense of achievement. We have high expectations of all. There is a shared expectation between the school and its community that everyone will demonstrate and value acceptance and connectedness. The school values of Getting Along, Organisation, Confidence, Persistence and Resilience are incorporated into all classroom programs throughout the year as well as a strong emphasis on Bullying Prevention and Cyber bullying education. When these values are demonstrated by the students of Wallan Primary School, they are recognised and celebrated.

At Wallan Primary School we have a range of programs in place which utilise a whole school approach to support and increase student engagement, establish positive behaviour management and monitor student attendance. These include the following:

- T.E.A.M. (Together Everyone Achieves More). This program establishes the culture of each classroom at the beginning of the school year. We establish classroom routines and expectations for meeting the school values, behaviour, working in teams and engagement in each classroom. Through this program classroom rewards are established along with classroom codes of conduct. T.E.A.M. is revisited throughout the school year, particularly at the beginning of each term.

- A Wellbeing focus on the “Personal and Social Capability” of the curriculum explores the skills students need to function positively and productively in the school environment and in society.
- School wide values of Getting Along, Organisation, Confidence, Persistence and Resilience are embedded throughout the school.
- Our values statement is ““We strive to be safe, respectful, responsible learners.”
- Grades 1-6 participate in a fortnightly Team Building session which provides students with scenarios and tasks to develop social skills with a focus on “doing the right think when no one is watching.” Students are given opportunities to practise their skills relating to school values, social skills, problem solving, decision making, leadership, team work, respectful relationships, etc.
- Whole school approaches to teaching Literacy, Numeracy and Inquiry are well established throughout the school. Our teachers are highly skilled at organising teaching and learning experiences using curriculum that is precisely planned at the point of need for each individual student in their class. All lessons and tasks are differentiated.
- A whole school approach to behaviour management is embedded into our practice and our documented approach to behaviour management utilises the Assertive Discipline and Restorative Justice approaches. Even at its most informal level the questions of Restorative Justice are used to support student understanding of social equity in relationships, empathy and personal accountability.
- Bullying, cyber bullying, violence and harassment will not be tolerated in any form. All staff take reports of bullying behaviour seriously. All reports of bullying and cyber bullying are thoroughly investigated and appropriate consequences are given. Parents are informed of any bullying behaviour concerning their child.
- Classroom teachers establish positive relationships with students and their families. It is expected that two-way communication will occur regularly with teachers making regular contact with families for areas of concern and to relay positive news and reasons for celebration. Phone calls to families are also made by School Leaders and Leading Teachers to support student management.
- Social groups support current student needs with a focus on problem solving skills, conflict resolution and the development of individual skills amongst peers.
- The Assistant Principal supports the wellbeing of students, staff and families.
- The Assistant Principal supports the implementation of preventative measures such as supportive and restorative conversations in small groups and individually, working with families to support behaviour management and providing teaching staff with different approaches to support students in their classrooms.
- The school is supported by a Student Support Services Officer (SSSO) Psychologist, as well as access to support professionals such as a Speech Pathologist. The school may also access outside services such as DHHS, Child Protection, Berry Street, NEXUS and Family Care.
- Student absences are monitored at both the classroom and the administrative level. All classrooms acknowledge and celebrate on time attendance daily. All absences are followed up with families. If a student is absent for two consecutive days the Attendance Officer makes a courtesy call to check on the student’s wellbeing. If absences are regular or prolonged the Assistant Principal may implement a range of strategies such as further phone calls, letters home, parent meetings or the Implementation of DET Attendance Guidelines.
- Student Leaders are an important component of the Grade 5 and 6 programs. School and House Captains and Class Captains are elected by their peers. Elections are held at the beginning of the school year. They meet regularly to build leadership capacity and plan ways that they can make improvements to the school and to support the wider community. The two School Captains host the school assembly each week. Students also meet regularly at a cluster level to share skills with peers from neighbouring schools.
- A lunchtime clubs program runs daily throughout the school year. It provides an alternative for those students who would prefer not to spend the whole of the lunchtime break in the yard. The library is open daily as well as a variety of programs that include indoor games, art activities, drama, choir, homework club, boys/girls club, IT, vegetable garden and Clubhouses which provide a quiet space for games and activities.
- “The Hub” is open every recess and lunchtime where students can seek support with yard issues and can develop positive social interactions.
- Weekly newsletter items focus on student participation and achievements across the wider school.
- Helpers and volunteers are encouraged in all year levels and for all curriculum activities.
- All PSD funded students, ATSI students, students living in Out of Home Care arrangements, EAL students and students on reading support programs will be provided with an Individual Learning Plan (IEP).
- Students with additional needs may be referred to external support services such as DHHS, Child Protection, NEXUS, Headspace and other local providers such as paediatricians, psychologists, speech therapists.

4. Identifying students in need of support

Wallan Primary School is committed to providing intellectual, emotional and social support to students as needed. The Student Wellbeing team plays a significant role in developing and implementing strategies to help identify students in need of support and enhance student wellbeing.

Data will be collected regarding frequency and types of wellbeing issues to measure the success or otherwise of school based strategies and approaches.

Wallan Primary School will utilise the following information and tools to identify students in need of extra emotional, social or educational support:

- personal, health and academic data and information.
- attendance records and data.
- Observation of changes in engagement, behaviour, self-care and social connectedness.
- behaviour data.
- engagement with families.
- self-referrals or referrals from peers.
- Attitudes to School survey data.
- School Level Report data.
- Parent Opinion Survey data.
- data from case management work with students.
- data extracted from CASES21 or SOCS or Sentral Management System.

The school will support families to engage in their child's learning and build their capacity as active learners. It provides an environment that welcomes all parents / carers and is responsive to them as partners in learning.

The school will create successful partnerships with families by:

- ensuring families are aware of the school's Student Engagement Policy.
- maintaining effective school to home and home to school communication.
- providing opportunities for families and students to contribute to school programs.
- involving families with homework and other curriculum related activities.
- involving families as participants in school decision making.
- coordinating resources and services for the community, families, students and the school.
- involving families in student support group meetings.

Parents are expected to behave in a respectful and constructive manner when interacting with school staff.

Details of parent responsibilities and consequences for inappropriate behaviour are outlined in our *Statement of Values and School Philosophy* and the *Dignity & Respect Statement*.

5. Student rights and responsibilities

All members of our school community have a right to experience a safe and supportive school environment. We expect that all students, staff, parents and carers treat each other with respect and dignity. Our school's Statement of Values and School Philosophy, highlights the rights and responsibilities of members of our community.

Students have the right to:

- participate fully in their education.
- feel safe, secure and happy at school.
- learn in an environment free from bullying, harassment, violence, discrimination or intimidation.
- express their ideas, feelings and concerns.

Students have the responsibility to:

- participate fully in their educational program.
- display positive behaviours that demonstrate respect for themselves, their peers, their teachers and members of the school community.
- respect the right of others to learn.
- voice their concerns about anything that may have happened at school and are encouraged to speak to their parents or carers and approach a trusted teacher or a member of the school leadership team.

6. Student behavioural expectations

Behavioural expectations of students, staff and families are embedded in our school's Statement of Values and School Philosophy. Student bullying behaviour will be responded to consistently as documented in the school's Bullying Prevention Policy.

When a student breaches the standards of our school community, Wallan Primary School will institute a staged response, consistent with the DET's Student Engagement and Inclusion Guidelines. Where appropriate, parents will be informed about the inappropriate behaviour and the disciplinary action taken by teachers and other school staff.

Disciplinary measures may be used as part of a staged response to inappropriate behaviour in combination with other engagement and support strategies to ensure that factors that may have contributed to the student's behaviour are identified and addressed. Disciplinary measures at our school will be applied fairly and consistently. Students will always be provided with an opportunity to be heard.

Disciplinary measures that may be applied include:

- verbal warning a student that their behaviour is inappropriate.
- teacher controlled consequences such as moving a student in a classroom or other reasonable and proportionate responses to misbehaviour.
- withdrawal of privileges.
- referral to the Team Leader or School Leader.
- restorative practices.
- timeout / detention.
- behaviour reviews.
- suspension.
- expulsion.

The broad guidelines for the school are:

- school rules will be explicitly taught and revised regularly throughout the school year.
- school rules will be displayed around the school, in classrooms, in the annual Staff Handbook and in the CRT information folders.
- school rules will be implemented consistently, fairly and in a non-confrontational manner.
- classroom rules will be written annually in collaboration with students. These will be revised regularly as part of the T.E.A.M. program and will be displayed in classrooms.
- teachers will share the responsibility of managing student behaviour and supporting the needs of students.
- a culture of personal responsibility and self-discipline will be nurtured.
- when managing an incident, staff will follow the documented processes.
- bullying (physical, verbal, social/emotional or cyberbullying), violence and harassment will not be tolerated in any form.
- families will have access to this policy via our school website and the Sentral parent portal.
- all behaviour incidents will be documented.

Suspension and expulsion are measures of last resort and may only be used in particular situations consistent with DET policy.

Details are available at:

<http://www.education.vic.gov.au/school/principals/spag/participation/pages/engagement.aspx>

Corporal punishment is prohibited in our school and will not be used in any circumstance.

7. Engaging with families

Wallan Primary School values the input of parents and carers, and we strive to support families to engage in their child's learning and build their capacity as active learners. We aim to be partners in learning with parents and carers in our school community.

We strive for successful partnerships with parents and carers by:

- ensuring that all parents have access to our school policies and procedures, available on our school website.
- maintaining an open, respectful line of communication between parents and staff, supported by our Communicating with School Staff policy.
- providing parent volunteer opportunities so that families can contribute to school activities.
- involving families with homework and other curriculum-related activities.
- involving families in school decision making.
- coordinating resources and services from the community for families.
- including families in Student Support Groups, and developing individual plans for students.

8. Evaluation

Wallan Primary School will collect data each year to understand the frequency and types of wellbeing issues that are experienced by our students so that we can measure the success or otherwise of our school based strategies and identify emerging trends or needs.

Sources of data that will be assessed on an annual basis include:

- student survey data.
- incidents data.
- school reports.
- parent survey.
- case management.
- CASES21 and SOCS.

FURTHER INFORMATION AND RESOURCES

Statement of Values and School Philosophy

Bullying Prevention

Child Safe Standards

Current version of this policy

This policy will be regularly reviewed and updated to take account of the new laws and technology and the changing school environment when required.

Last DET update: Nov 2019

Endorsed by School Council:

Next review: 2020