



STUDENT WELLBEING AND 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.

Koo Wee Rup 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

Koo Wee Rup Primary School is located in the Cardinia Shire, 75km south east of Melbourne. At the end of 2020 our student enrolment was 354. Koo Wee Rup Primary School has undergone a period of growth with the school more than doubling in size since 2015.

In 2021 our school will be comprised of 15 classroom teachers, 4 Specialists, 1 Learning Specialist, 1 0.4 Maths Specialist, an Assistant Principal, Principal, 10 Education Support and 3 administration staff (including a Business Manager).



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During 2020, KWRPS was in the final year of their Strategic Plan. The school continued on its journey to develop their collaborative practices in line with the Dufour model of Professional learning Communities with a specific focus being on implementing the role of Team Leaders within each CLT.

The school's vision continued to be a key driver in the daily practices and decisions made by staff and leadership. This is; "we collectively commit to creating an inclusive environment where all students will achieve high levels of learning. We will be relentless in our collaborative efforts to meet all of the needs of our students. We will create a safe, positive and harmonious environment where students feel connected. Students will understand their learning path and be self-directed and motivated learners. We will promote and instil positive values in our students as they become learners with a growth mindset."

Student wellbeing is a constant focus at KWRPS with a number of key initiatives in place. These include an ongoing relationship with The Resilience Project which underpins our social and emotional learning program for students staff and parents. We have engaged with the Department's School Wide Positive Behaviour Support initiative. In 2020 the school has been nominated for Blue Level accreditation. In 2020 the school achieved eSmart accreditation for the work completed in establishing a framework for the safe and inclusive education of online practices.

School values, philosophy and vision

Koo Wee Rup Primary'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 our school community are encouraged to live and demonstrate our core values of respect, integrity and kindness at every opportunity.

The following core values is what Koo Wee Rup Primary School believe to be essential to the development of all students both in the classroom and outside of it.

Learning: forever questioning and curious, learning together

Respect: valuing the rights of others, a sense of belonging and commitment

Responsibility: high expectations of self and others, shared vision to achieve success

Resilience: building personal wellbeing and strength

As a school community we are continually striving to demonstrate these values on a daily basis.

Our Statement of Values is available online via the school website:

<http://www.kooweerupps.com.au>

2. Engagement strategies

Koo Wee Rup Primary has developed a range of strategies to promote engagement, positive behaviour and respectful relationships for all students in our school. We acknowledge that some students may need extra social, emotional or educational support at school, and that the needs of students will change over time as they grow and learn.

A summary of the universal (whole of school), targeted (year group specific) and individual engagement strategies used by our school is included below:

Universal

- high and consistent expectations of all staff, students and parents and carers
- prioritise positive relationships between staff and students, recognising the fundamental role this plays in building and sustaining student wellbeing
- creating a culture that is inclusive, engaging and supportive
- welcoming all parents/carers and being responsive to them as partners in learning
- analysing and being responsive to a range of school data such as attendance, Attitudes to School Survey, parent survey data, student management data and school level assessment data
- teachers at Koo Wee Rup Primary School use school developed instructional models in CAFÉ Reading and Mathematics to ensure an explicit, common and shared model of instruction that is evidenced-based and incorporates high impact teaching strategies (HITS) is consistently implemented
- teachers at Koo Wee Rup Primary School adopt a broad range of teaching and assessment approaches to effectively respond to the diverse learning styles, strengths and needs of our students and follow the standards set by the Victorian Institute of Teaching
- our school's Statement of Values are incorporated into our curriculum and promoted to students, staff and parents so that they are shared and celebrated as the foundation of our school community
- carefully planned transition programs to support students moving into different stages of their schooling
- positive behaviour and student achievement is acknowledged in the classroom, and formally in school assemblies and communication to parents
- monitor student attendance and implement attendance improvement strategies at a whole-school, cohort and individual level
- students have the opportunity to contribute to and provide feedback on decisions about school operations through the Student Voice representative group and other forums including year group meetings. Students are also encouraged to speak with their teachers, Year Level Coordinator, members of leadership and Principal whenever they have any questions or concerns.

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- create opportunities for cross—age connections amongst students through whole school programs
- All students are welcome to self-refer to the Student Wellbeing Coordinator, School Sick-Bay, , members of leadership and Principal if they would like to discuss a particular issue or feel as though they may need support of any kind. We are proud to have an ‘open door’ policy where students and staff are partners in learning
- we engage in school wide positive behaviour support with our staff and students, which includes programs such as:
 - School-Wide Positive Behaviour Support
 - The Resilience Project
- programs, incursions and excursions developed to address issue specific behaviour (i.e. anger management programs) as necessary
- opportunities for student inclusion (i.e. sports teams, clubs, recess and lunchtime activities)
- buddy programs

Targeted

- each year group has a Year Group Leader/Coordinator known as the PLC Leader, a senior teacher responsible for their year, who monitors the health and wellbeing of students in their year, and acts as a point of contact for students who may need additional support
- connect all Koorie students with a Koorie Engagement Support Officer
- all students in Out of Home Care will be appointed a Learning Mentor, have an Individual Learning Plan and will be referred to Student Support Services for an Educational Needs Assessment
- wellbeing and health staff will undertake health promotion and social skills development in response to needs identified by student wellbeing data, classroom teachers or other school staff each year
- staff will apply a trauma-informed approach to working with students who have experienced trauma

Individual

- Student Support Groups, see:
<http://www.education.vic.gov.au/school/principals/spag/participation/pages/suportgroups.aspx>
- Individual Learning Plan and Behaviour Support Plan
- Program for Students with Disabilities funding support
- referral to Student Wellbeing Coordinator and Student Support Services
- referral to external agencies such as ChildFirst, Headspace
- Navigator

- Lookout

Koo Wee Rup Primary School implements a range of strategies that support and promote individual engagement. These can include:

- building constructive relationships with students at risk or students who are vulnerable due to complex individual circumstances
- meeting with students and their parent/carer to talk about how best to help the student engage with school
- developing an Individual Learning Plan and/or a Behaviour Support Plan
- considering if any environmental changes need to be made, for example changing the classroom set up
- referring the student to:
 - school-based wellbeing supports
 - Student Support Services
 - Appropriate external supports such as council based youth and family services, other allied health professionals, headspace, child and adolescent mental health services or ChildFirst
 - Re-engagement programs such as Navigator

Where necessary the school will support the student's family to engage by:

- being responsive and sensitive to changes in the student's circumstances and health and wellbeing
- collaborating, where appropriate with the support of the student and their family, with any external allied health professionals, services or agencies that are supporting the student
- monitoring individual student attendance and developing an Attendance Improvement Plan in collaboration with the student and their family
- running regular Student Support Group meetings for all students:
 - with a disability
 - in Out of Home Care
 - and with other complex needs that require ongoing support and monitoring.

3. Identifying students in need of support

Koo Wee Rup Primary School is committed to providing the necessary support to ensure our students are supported intellectually, emotionally and socially. The Wellbeing Team plays a significant role in developing and implementing strategies that help identify students in need of support and enhance student wellbeing. Koo Wee Rup Primary School will utilise the following information and tools to identify students in need of extra emotional, social or educational support:

- personal, health and learning information gathered upon enrolment and while the student is enrolled

- attendance records
- academic performance
- observations by school staff such as changes in engagement, behaviour, self-care, social connectedness and motivation
- attendance and suspension data
- engagement with families
- self-referrals or referrals from peers

4. 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 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.

Students who may have a complaint or concern about something that has happened at school are encouraged to speak to their parents or carers and approach a trusted teacher or a member of the school leadership team.

5. Student behavioural expectations

Behavioural expectations of students, staff and families are grounded in our school's Statement of Values. Student bullying behaviour will be responded to consistently with Koo Wee Rup Primary School's Bullying policy.

When a student acts in breach of the behaviour standards of our school community, Koo Wee Rup Primary School will institute a staged response, consistent with the Department'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:

- 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 Year Level Coordinator or a member of the Leadership Team
- restorative practices
- detentions or loss of play times
- behaviour reviews
- suspension
- expulsion

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

6. Engaging with families

Koo Wee Rup Primary School values the input of parents and carers, and we will 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 work hard to create 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



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- including families in Student Support Groups, and developing individual plans for students.

7. Evaluation

Koo Wee Rup 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:

- Students attitudes to school survey data
- incidents data via Sentral
- school reports
- parent opinion survey data
- case management
- CASES21
- SOCS

FURTHER INFORMATION AND RESOURCES

For further information please refer to the following policies, available from the Koo Wee Rup Primary School website:

Statement of Values and School Philosophy

Bullying Prevention Policy

Attendance Policy

Camps and Excursions Policy

Child Safety Policy

Child Safety Code of Conduct

Child Safety Responding and Reporting Obligations Policy and Procedures Sept 2020

Duty of Care Policy

Statement of Commitment to Child Safety

REVIEW CYCLE

This policy was last updated on 2nd of December 2020 and is scheduled for review in December 2022.



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This policy was ratified by School Council on 9th December 2020.