

**Karingal Heights Primary School**

**STUDENT WELLBEING AND ENGAGEMENT POLICY**

**Purpose**

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

1. our commitment to providing a safe and supportive learning environment for students
2. expectations for positive student behaviour
3. support available to students and families
4. our school’s policies and procedures for responding to inappropriate student behaviour.

Karingal Heights Primary School 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.

**Contents**

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2. School values, philosophy and vision
3. Engagement strategies
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**Policy**

1. **School profile**

Karingal Heights Primary School is located on a picturesque site in a well-established suburb of Frankston. We promote ourselves as providing a welcoming, engaging, respectful and supportive environment where children are educated and wellbeing is nurtured so they are able to develop optimism while working towards their personal best individually and in the context of their school and wider community.

All key learning areas of the curriculum are provided for with an emphasis on literacy and numeracy where we have been especially pleased with the increase in our student leaning outcomes over the past few years. Specialist programs consist of Visual Arts, Physical Education and Japanese. Keeping abreast of new technologies is of importance to us and the students have access to modern touch screen laptops and iPads. Our Classroom Kitchen is used for cooking classes and Breakfast Club throughout the year.

Our current student population is at 68. We currently have four classes consisting of a Prep/1, 2/3, 4/5 and a 6. Our staff consists of 1 Principal class, 1 Leading Teacher overseeing wellbeing, 4 classroom teachers, an Art/Physical Education Teacher, Literacy and Mathematics intervention teacher and Education Support Staff who all work closely together to support increased student outcomes.

Our relationship with both Frankston Special Development School and McClelland College continues to grow with various classes based at Karingal Heights. This began during works at the respective schools and has continued due to its success.

Whole school planning by staff is based on high expectations for all of our students. Our staff provide targeted learning for their students and participate in ongoing professional learning to continually learn new strategies and direction to assist in this. We are very proud of our students, staff and their achievements.

1. **School values, philosophy and vision**

Karingal Heights Primary School is committed to providing a safe, supportive and inclusive environment for all students, staff and members of our community. Our school recognises the importance of the partnership between our school and parents and carers to support student learning, engagement and wellbeing. We share a commitment to, and a responsibility for, creating an inclusive and safe school environment for our students.

The programs and teaching at Karingal Heights Primary School support and promote the principles and practice of Australian democracy, including a commitment to:

* elected government
* the rule of law
* equal rights for all before the law
* freedom of religion
* freedom of speech and association
* the values of openness and tolerance.

This policy outlines our school’s vision, mission, objective, values and expectations of our school community. This policy is available on our school website, our staff induction handbook and enrolment packs.

Karingal Heights Primary School’s vision is to empower students to be successful members of the global community.

Our Statement of Values and School Philosophy is available online at: http://www.karingalheightsps.vic.edu.au

1. **Engagement strategies**

Karingal Heights Primary School 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 Karingal Heights Primary School use the Education Department’s ‘Practice Principles for Excellence in Teaching and Learning’ instructional framework to ensure an explicit, common and shared model of instruction to ensure that evidenced-based, high yield teaching practices are incorporated into all lessons
* teachers at Karingal Heights 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 Student Voice and other forums. Students are also encouraged to speak with their teachers, Principal and other members of staff whenever they have any questions or concerns
* create opportunities for cross—age connections amongst students through whole school rotation activities, athletics, and buddy programs
* All students are welcome to self-refer to the Student Wellbeing Coordinator 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:
  + Respectful Relationships
  + Social Skills
  + Friendly Schools Plus
* programs, incursions and excursions developed to address issue specific behaviour (i.e. anger management programs)
* buddy programs, social skills programs
* employment of a social worker to work within classrooms

Targeted

* each staff member is responsible for their class and monitor the health and wellbeing of students in there, and act as a point of contact for students who may need additional support
* all Koorie students have an Individual Learning Plan, regular Student Support Group meetings and are connected to a Koorie Education 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 teaching 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/supportgroups.aspx
* Individual Learning Plan and Behaviour Support Plan
* Program for Students with Disabilities
* referral to Student Welfare Coordinator and Student Support Services
* referral to Orange Door, Headspace
* Lookout

Karingal Heights 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 student 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 Orange Door

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 and 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 Plans 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
  + Koorie
  + and with other complex needs that require ongoing support and monitoring.

1. **Identifying students in need of support**

Karingal Heights Primary School is committed to providing the necessary support to ensure our students are supported intellectually, emotionally and socially. 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. Karingal Heights 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

1. **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.

1. **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 Karingal Heights Primary School’s Bullying policy.

When a student acts in breach of the behaviour standards of our school community, Karingal Heights 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
* restorative practices
* detentions during recess or lunch
* 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.

1. **Engaging with families**

Karingal Heights 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
* 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.

1. **Evaluation**

Karingal Heights 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
* SOCS

**Further information and resources**

* Statement of Values and School Philosophy
* Bullying Prevention Policy
* Child Safe Standards

These policies can be find on our website [www.karingalheightsps.vic.gov.au](http://www.karingalheightsps.vic.gov.au)

**Review cycle**

This policy was last updated in June, 2019 and is scheduled for review in June 2021.