



# THE LAKE PRIMARY SCHOOL

## 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.

The Lake 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

The Lake Primary School was established in 1908. The school is situated in a rural setting, adjacent to Lake Hawthorn 8 kilometres west of Mildura on the Calder Highway. The school proudly celebrated its 110<sup>th</sup> birthday milestone on July 16<sup>th</sup> 2018.

The school offers a comprehensive curriculum based on the Vic Curriculum guidelines, with an ongoing emphasis upon Literacy and Numeracy. Specialist programs are conducted in S.T.E.A.M (Science,

Technology, Engineering, Art & Maths), Physical Education and LOTE (Italian). The school also provides a whole school Literacy and Numeracy Intervention program. The current focus is upon fully aligning with FISO to collectively build the capacity of the school to deliver more effective teaching, improved learning and improved schooling outcomes. In-school Literacy and Numeracy Coaching programs assist teachers with planning, curriculum development and assessment practices.

The Compass Student Management system is the major communicative platform. Amongst other things, it is utilised for the daily electronic marking of class rolls, communicating with parents, housing teacher planning documents and resources, recording student discipline incidents and individual wellbeing concerns, as well as significant student medical reports.

The school maintains an informative online website and Facebook site, which continues to inform families and the broader Sunraysia community.

The school community comprises a dedicated and experienced staff, highly supportive parents and enthusiastic, engaged students. The school's spacious rural surroundings, well maintained buildings, excellent resources and quality programs are a source of great pride for the school community. The Lake Primary School currently has 314 students with ongoing and increasing enrolment demands.

#### 2021 AIP Goals:

- Learning catch-up and extension priority – Curriculum Planning & Assessment
  - *To implement the tutoring intervention program and support in-class intervention strategies*
  - *To continue the High Abilities Program and establish extension groups*
  - *To monitor and build consistency of effective teacher practice*
  
- Happy, active and healthy kids priority – Empowering Students & Building School Pride
  - *To maintain and establish the Respectful Relationships program and an overarching school wide 'positive behaviours' framework*
  - *To re-establish a dedicated wellbeing team to drive whole school wellbeing*
  - *To maintain and build upon staff and school wide student leadership opportunities*
  
- Connected schools priority – Building Communities
  - *To strengthen channels of communication to provide regular updates on student learning*
  - *To connect with local community groups to support student learning*
  - *To engage in PLC's to foster collaboration and build collective efficacy*

## **2. School values, philosophy and vision**

### Vision:

The Lake Primary School, based in Cabarita (near Mildura), aims to provide an academic, social and physical environment that allows all students to achieve their maximum potential. The school encourages this through a strong family oriented, rural school setting, with a focus upon maintaining and enhancing a safe, stimulating and happy learning environment.

## **Values:**

Our Core Values are:

Respect	Each child must learn to work in a group – respecting the rights, feelings and property of others.
Learning	Everyone has the right to learn in a happy and safe environment. We have high expectations for learning.
Success	Do your best. Set achievable goals. Celebrate success.
Resilience	Try to control your emotions; remain calm and bounce back if something goes wrong.
Tolerance	Understand and accept individual differences in all of us.

Our school motto is: *'Every Student Matters, Every Moment Counts.'*

### **3. Engagement strategies**

The Lake 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
- deliver a broad curriculum to ensure that students are able to choose subjects and programs that are tailored to their interests, strengths and aspirations
- teachers at The Lake Primary School use an instructional teaching model 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 The Lake 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 Representative Council and other forums including Year Group meetings and Peer Support Groups. Students are also encouraged to speak with their teachers, Year Level Coordinator, Assistant Principal and Principal whenever they have any questions or concerns
- create opportunities for cross-age connections amongst students through school plays, athletics, music programs and peer support programs
- all students are welcome to self-refer to the Wellbeing Coordinator, Unit Leaders, Assistant Principal 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
  - Safe Schools
- programs, incursions and excursions developed to address issue specific behaviour (i.e. anger management programs)
- opportunities for student inclusion (i.e. sports teams, clubs, recess and lunchtime activities)
- buddy programs, peers support programs

#### Targeted

- each of our Prep, 1/2, 3/4 and 5/6 Units has a Unit Coordinator (a senior teacher responsible for their Year) who monitor the health and wellbeing of students in their Year, and act 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
- Individual Learning Plan and Behaviour Support Plan
- program for Students with Disabilities
- referral to Primary Welfare Officer and Student Support Services
- referral to ChildFirst, Headspace

- Navigator
- Lookout

The Lake 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 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 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 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.

#### 4. Identifying students in need of support

The Lake Primary School is committed to providing the necessary support to ensure our students are supported intellectually, emotionally and socially. The Wellbeing Coordinator (employed 0.8) plays a significant role in developing and implementing strategies to help identify students in need of support and enhance student wellbeing. The Lake 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 (uploaded to Compass)
- attendance, detention and suspension data
- engagement with families
- self-referrals or referrals from peers

## 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 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.

## 6. 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 The Lake Primary School's Bullying policy.

When a student acts in breach of the behaviour standards of our school community, The Lake 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
- Yellow & Red Cards distributed to parents via Compass
- withdrawal of privileges
- restorative practices
- detentions

- 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.

## 7. Engaging with families

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

## 8. Evaluation

The Lake 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

## REVIEW CYCLE

This policy was last updated on **23/02/2021** and is scheduled for review in **February 2022**.