

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.

Canterbury 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

Canterbury Primary School was established in 1908 and is located approximately 12 km from the CBD. The school has 620 students enrolled from Prep – Year 6 and employs 59 staff members in full or part-time roles, including specialist teachers for Mandarin, Art, Music, Health, Physical Education and English as an Additional Language. We also employ Education Support Staff, including Business Managers, Integration Aides, a Library Technician and a First Aid Officer.

The school strives to provide a student-centred learning culture where authentic learning fosters intrinsic motivation and where partnerships with parents and the broader local and global community are pivotal to enhancing student learning opportunities. Innovative use of digital technologies is evident across the school. Coding, creative problem solving and an embedded 'Maker Culture' support

high levels of autonomy and choice in learning. The Maker Space and Kitchen classroom enable teachers to provide interest-based learning opportunities with a focus on problem solving and creativity.

2. School values, philosophy and vision

Our school's vision is to create a passionate learning community that inspires, challenges and supports all students to achieve their personal best and make a positive contribution to the world in which they live.

Our values guide the decisions and behaviours of all members of our school community.

- *Respect* - Caring for, understanding, accepting and appreciating ourselves and others.
- *Responsibility* - Demonstrating ownership of our actions and words. Being accountable for our actions.
- *Integrity* - Being honest, sincere and trustworthy.
- *Resilience* - Bouncing back from difficulties and disappointments. Accepting challenges, trying hard and not giving up easily.

Our Statement of Values and School Philosophy is available on our school website, <https://www.canterburyps.vic.edu.au/about-canterbury/policies-procedures>

3. Engagement strategies

Canterbury 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
- implement a whole school approach to student engagement, with the delivery of the CPS Student Voice and Agency Infographic. This ensures that students engage in subjects and programs that are tailored to their interests, strengths and aspirations
- teachers at Canterbury Primary School use a common instructional framework to ensure an explicit, common and shared model of instruction to ensure that evidenced-based, high impact teaching practices are incorporated into all lessons
- teachers at Canterbury 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 and School Philosophy is 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
- deliver Health as a specialist subject, which all students participate in once a week. This program supports students to develop the knowledge, understanding and skills to strengthen their sense of self, and build and manage relationships. The curriculum helps them to be resilient, and to make decisions and take actions to promote their health, safety and physical activity participation.
- carefully planned transition programs to support students moving into different stages of their schooling
- students have the opportunity to contribute to and provide feedback on decisions about school operations through the CPS Parliamentary Program, and other forums, such as Community Circle. Students are also encouraged to speak with their teachers, Assistant Principal and Principal whenever they have any questions or concerns.
- create opportunities for cross-age connections amongst students through transition activities, sporting carnivals, buddy program, music program and a range of lunch time clubs, which are facilitated by teachers.
- All students are welcome to self-refer to the First Aid Officer, 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
- opportunities for student inclusion (i.e. sports teams, school band, chess club, recess and lunchtime activities)

Targeted

- Prep students engage in Discovery Learning, which is a developmentally appropriate learning program, which supports students to develop relationships and communication skills through self-guided play-based learning opportunities
- All Year 5 students participate in a Term Four program focused on preparation for Year 6, specifically through a focus on student leadership. In Year 6, all students are encouraged to be a leader, through our CPS Parliamentary Program, where they are either a minister or backbencher with equal voting rights throughout sessions held in the House of Representatives.
- all Koorie students will have an Individual Education Plan and will be supported through regular Student Support Group Meetings
- all students in Out of Home Care will be appointed a Learning Mentor, have an Individual Education Plan and will be referred to Student Support Services for an Educational Needs Assessment

Individual

- Student Support Groups
- Individual Education Plan and Behaviour Support Plan
- Program for Students with Disabilities
- referral to Assistant Principal and Student Support Services
- Lookout
- Kids Hope Mentors

Canterbury 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 Education 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 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 Plans in collaboration with the student and their family
- running regular Student Support Group meetings for:
 - students with a disability
 - students in Out of Home Care
 - Koorie students
 - Students with other complex needs that require ongoing support and monitoring.

4. Identifying students in need of support

Canterbury Primary School is committed to providing the necessary support to ensure our students are supported intellectually, emotionally and socially. Canterbury 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, detention and suspension data
- engagement with families

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.

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 and School Philosophy. Student bullying behaviour will be responded to consistently with our Bullying Prevention Policy.

When a student acts in breach of the behaviour standards of our school community, Canterbury 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 Assistant Principal or Principal
- 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 and Ministerial Order 1125 – Procedures for Suspension and Expulsion for students in government schools.

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

7. Engaging with families

Canterbury 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 in school decision making, such as an opportunity to participate sub-committees.
- coordinating resources and services from the community for families
- including families in Student Support Groups, and developing individual plans for students.

8. Evaluation

Canterbury 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
- CASES21
- Student Online Case System (SOCS)

FURTHER INFORMATION AND RESOURCES

Additional Policies, such as our Statement of Values and School Philosophy and our Bullying Prevention Policy can be accessed via our school website:

<https://www.canterburyps.vic.edu.au/about-canterbury/policies-procedures>

REVIEW CYCLE

This policy was last updated in March 2021 and is scheduled for review in March 2023.