



Albion Primary School

STUDENT ENGAGEMENT AND WELLBEING 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.

Albion 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

Albion Primary School was established in 1926 and is located in the western suburbs of Melbourne. We have 205 students enrolled and 25 school staff members including eight education support staff. Our staff are committed to providing the best possible learning environment for our students. Teachers work closely as a professional learning community to develop their capacity and to provide a highly effective, differentiated curriculum that has students at the centre of all teaching and learning.

Our school is culturally diverse 66% of families having a language background other than English (LOTE), and 12% of these are from refugee backgrounds. We do not have one dominant cultural group,

rather there over 43 languages represented at the school. We are very proud of our diverse and inclusive school community.

Our school's Student Engagement and Wellbeing Policy reflects our school commitment to embedding the school values of respect, care, honesty, learning and achievement in all areas of teaching and learning. Practices from frameworks and programs such as Start Up, School Wide Positive Behaviours and Rights, Resilience and Respectful Relationships are implemented at our school so that there is a consistent approach to the management of student behaviour. Our school believes that student engagement and wellbeing are inextricably linked to student learning outcomes. We believe our school culture enhances student wellbeing through the creation of a safe, respectful, inclusive learning environment and a growth mindset that focuses on excellence. We also acknowledge our strong relationships with the parents, guardians and broader school community and value them as being partners in learning.

Albion Primary School strives 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

Albion 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 our school community are encouraged to live and demonstrate our core values of respect, honesty, care and learning and achievement.

Our school's vision is that we expect to see:

- all our students becoming lifelong learners and citizens
- all of our staff pursuing the best possible outcomes for all of our students
- all members of the school community embracing the school values
- all staff committed to and supported to implement ongoing professional learning.

Engagement strategies

Albion 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 Albion Primary School use a Gradual Release of Responsibility instructional framework to ensure an explicit, common and shared model of instruction that is evidenced-based, high yield teaching practices are incorporated into all lessons

- teachers at Albion 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 Leadership teams- eg House Captains and Junior School Council. Students are also encouraged to speak with their teachers, Wellbeing Coordinator, Assistant Principal and Principal whenever they have any questions or concerns.
- create opportunities for cross—age connections amongst students through the school productions, athletics, music, team games and buddy programs
- we engage in school wide positive behaviour support with our staff and students, which includes programs such as:
 - Rights, Resilience and Respectful Relationships
 - School Wide Positive Behaviours
- programs, incursions and excursions developed to address issue specific behaviour (i.e. cyberbullying)
- buddy program
- opportunities for student inclusion (i.e. sports teams, clubs, recess and lunchtime activities).

Targeted

- The wellbeing coordinator will monitor the health and wellbeing of students across the school and act as a point of contact for students who may need additional support, including liaising with the Department of Health and Human Services (DHHS)
- connect Koorie students with a Koorie Engagement Support Officer
- connect students with the school nursing service
- 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 (SSS) for an Educational Needs Assessment
- The wellbeing team 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 ChildFirst, Headspace, CAMHS

Albion 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 family services, other allied health professionals, Headspace, Child and Adolescent Mental Health Services (CAMHS) or ChildFirst.

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 collaborating with the student and their family to implement strategies to enhance attendance
- 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

Albion 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 help identify students in need of support and enhance student wellbeing. Albion 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
- referral to the wellbeing coordinator
- engagement with families
- consultation and referral to SSS and school nursing service or external agencies by the Assistant Principal and/or wellbeing coordinator.

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 Albion Primary School's Bullying policy.

When a student acts in breach of the behaviour standards of our school community, Albion 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
- 'time out'

- 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

Albion 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, some of which are available on our school website or by request
- 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.

7. Evaluation

Albion 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
- incident data
- school reports
- parent survey
- case management
- CASES21
- SOCS

FURTHER INFORMATION AND RESOURCES

Please refer related school policies and documentation including *Statement of Values and School Philosophy, Bullying Prevention, Child Safe Standards*.

REVIEW CYCLE

This policy was last updated on 18 November 2019 and is scheduled for review in October 2021.