

# OVERPORT 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:

- (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.

Overport 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

#### POLICY

##### 1. School profile

Overport Primary School is located in Frankston, approximately 50 km south of Melbourne. The school first opened in 1957 and since then has had a full school re-build. We currently have an enrolment of over 700 students housed in 31 classes across the school.

Our school offers a broad range of specialist programs that include Physical Education, Visual Arts, Performing Arts, Technology and Japanese. Our library has an inquiry learning focus and is a central hub of the school. A highlight of our school is the annual production held at the Frankston Art Centre. Extra-curricular activities to engage our students in a range of learning opportunities include weeks that focus on areas of: Wellbeing, Education, Literacy and Numeracy, Japanese Cultural, Books and Reading, as well as Footy Day Christmas Concert and House Athletics and a myriad of camps and excursions. Together with a hard working School Council highly committed staff and parent community, the school is able to offer an engaging and strong community learning environment.

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

We strive to achieve the best social, emotional and educational outcomes for all students. The school's mission statement, "Overport is an inclusive school community committed to providing engaging and challenging educational opportunities that support individuals to achieve their full potential" is underpinned by our core values of Commitment, Acceptance, Respect, Excellence and Strength. Overport Primary School's Values and School Mission Statement are 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 at every opportunity.

Our school motto, "Success for All" helps to empower our students to reach their personal best, and fully equip them to contribute positively to society as happy, healthy young adults.

## **3. Engagement strategies**

Overport 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
- offer a broad range of extra curriculum activities to support inclusion including interschool sports teams, music programs, language programs, Energy Breakthrough Challenge, sustainability group, and lunchtime activities, that are tailored to student interests and strengths
- teachers at Overport 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 Junior School council
- 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 production, house sports days, music programs, celebrations, excursions and buddy program.
- all students are welcome to self-refer to their classroom teacher, Year Level Leader, 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:
  - The Resilience Project
  - Restorative Practices
  - Circle Time
  - Respectful Relationships
- programs, incursions and excursions may be developed to address issue specific behaviour (i.e. anger management programs)

#### Targeted

- each year group has a Year Level 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
- 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
- staff will apply a trauma-informed approach, such as Calmer Classroom, 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 Student Support Services
- referral to ChildFirst, Headspace
- Lookout Centre

Overport 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

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
  - and with other complex needs that require ongoing support and monitoring.

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

Overport 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. Overport 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
- 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
- respectfully 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 rules and values. Our school rules of be safe, be responsible, be respectful and be a learner support students to know and understand the expected behaviours of our school. Student bullying behaviour will be responded to consistently with Overport Primary School's Bullying Prevention Policy.

When a student acts in breach of our behaviour expectations, Overport Primary School may impose disciplinary measures or 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 imposed as a response to inappropriate behaviour will be in accordance to our student engagement plan and or behaviour management process. These 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:

- a warning informing a student that their behaviour is inappropriate
- teacher controlled consequences such as moving a student in a classroom, removing a student from a classroom or other reasonable and proportionate responses to misbehaviour
- withdrawal of privileges
- referral to the Year Level Coordinator or Assistant Principal
- restorative practices
- detentions
- individual behaviour plans
- 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**

Overport 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 Communication 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**

Overport 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
- SOCS

## **FURTHER INFORMATION AND RESOURCES**

Please see our Bullying Prevention policy for further information or follow links below for more information regarding Bully Stoppers, Child Safe Standards, Respectful Relationships and Restorative Practices.

<http://www.education.vic.gov.au/about/programs/bullystoppers/Pages/default.aspx>

<http://www.education.vic.gov.au/school/teachers/health/childprotection/Pages/safeenviro.aspx>

<http://www.education.vic.gov.au/about/programs/bullystoppers/Pages/methodrestorative.aspx>

<http://www.education.vic.gov.au/about/programs/pages/respectfulrelationships.aspx>

## REVIEW CYCLE

This policy was last updated on 1<sup>st</sup> February 2019 and is scheduled for review in February 2022.