



# Student Wellbeing and Engagement Policy



## Help for non-English speakers

If you need help to understand the information in this policy, please contact the school administration office on 9354 1611 or email [pascoe.vale.ps@education.vic.gov.au](mailto:pascoe.vale.ps@education.vic.gov.au)

## 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.

Pascoe Vale 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, where student participation is encouraged and valued, 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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2. School values, philosophy and vision
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## POLICY

### 1. School profile

Pascoe Vale Primary School was established in 1891 and has a proud tradition of education in the City of Moreland. The school is located approximately 10 kilometres north of Melbourne CBD, servicing a community which reflects the diversity of modern Australian society with an increasing number of families coming from rental properties. We have 550 students enrolled across 25 classes from Foundation to grade 6. There are approximately 55 school staff members including an Assistant Principal specifically for Student Wellbeing and Engagement.

Our school is situated in an established residential area and is surrounded by a supportive community. Most students that attend our school live locally and many choose to walk or ride their bike to school. Pascoe Vale Primary School has a strong community spirit and parents/carers are encouraged to become involved in the school community.

Our school is culturally diverse with 33 different languages being spoken by students with a language background other than English (LOTE). The largest LOTE spoken is Hindi. The school also has representation from the Koorie community and has involvement with Koorie services. We are proud of our diversity and inclusive school community.

We strive to provide a nurturing and challenging environment that empowers students to reach their personal best, both academically and socially. We are committed to the development of whole-school effective teaching and learning practices to best support the children in our care. At Pascoe Vale Primary School, we realise that starting school is an important event in the lives of children and their families. We have high expectations about your child becoming literate and numerate. We know we share these expectations with parents and other family members. These aims are best achieved when home and school share their individual goals for the children and work together to achieve them. The development of this partnership is important for children to learn and to be happy at school.

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

Pascoe Vale 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, responsibility, resilience and Inclusion at every opportunity.

Our school's vision is to provide quality, stimulating programs in a safe, collaborative and supportive environment. Students are encouraged to become 21<sup>st</sup> Century thinkers, problem solvers and reflective learners who are flexible in their approach to their education. Our programs aim to develop behaviours that encourage a healthy, balanced lifestyle, lifelong learning and responsible citizenship in a multi-cultural society.

Our Statement of Values is available online at: <http://www.pvps.vic.edu.au/wp-content/uploads/2019/08/Statement-of-Values-and-School-Philosophy.pdf>

## **3. Wellbeing and engagement strategies**

Pascoe Vale Primary School has developed a range of strategies to promote engagement, an inclusive and safe environment, positive behaviour, and respectful relationships for all students in our school. We recognise the importance of student friendships and peer support in helping children and students feel safe and less isolated. 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 and that embraces and celebrates diversity and empowers all students to participate and feel valued
- education and information to improve all students' cultural and diversity awareness and understanding, to enable them to support their peers
- 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 Pascoe Vale Primary School use an explicit, common and shared model of instruction to ensure that evidenced-based, high yield teaching practices are incorporated into all lessons
- teachers at Pascoe Vale 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 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 Leader and Junior School Council programs. Students are also encouraged to speak with their teachers, assistant principals and principal whenever they have any questions or concerns.
- create opportunities for cross—age connections amongst students through buddy programs
- school wide Social Emotional Learning (SEL) program which includes and is not limited to:
  - Pascoe Vale Primary School Rights and Values
  - Code of Conduct
  - Respectful Relationships
  - CASEA
  - Start-up Program
  - Bully Stoppers
  - eSmart
- programs and services developed to address issue specific needs or behaviour (i.e. anger management programs such as Zones of Regulation, Personalised Learning, CASEA and School Psychologist)
- opportunities for student inclusion (i.e. activities including sports tournaments, choir and instrumental programs)
- buddy programs
- measures are in place to empower our school community to identify, report and address inappropriate and harmful behaviours such as racism, homophobia and other forms of discrimination or harassment.

### Targeted

- Koorie students are supported to engage fully in their education, in a positive learning environment that understands and appreciates the strength of Aboriginal and Torres Strait Islander culture – refer to our Child Safety and Wellbeing Policy and the Marrung Aboriginal Education Plan for further information
- our English as a second language students are supported through our inclusive approach. Students are immersed in the classroom program and will be referred to EAL Language School as required. All cultural and linguistically diverse students are supported to feel safe and included in our school
- we support learning and wellbeing outcomes of students from refugee background through Orange Door and Foundation House
- we provide a positive and respectful learning environment for our students who identify as LGBTIQ+ and follow the Department's policy on [LGBTIQ Student Support \[insert any specific measures at your school to support LGBTIQ+ students\]](#)
- all students in Out of Home Care are supported in accordance with the Department's policy on [Supporting Students in Out-of-Home Care](#) including being appointed a Learning Mentor, having an Individual Learning

Plan and a Student Support Group (SSG) and being referred to Student Support Services for an Educational Needs Assessment

- students with a disability are supported to be able to engage fully in their learning and school activities in accordance with the Department's policy on [Students with Disability](#), such as through reasonable adjustments to support access to learning programs, consultation with families and where required, student support groups and individual education plans
- 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 with guidance from leadership staff and/or SSSO and On psych
- students enrolled under the Department's international student program are supported in accordance with our legal obligations and Department policy and guidelines at: [International Student Program](#)

### Individual

Pascoe Vale 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 and their families/carers (if appropriate) due to complex individual circumstances
- meeting with a student and their parent/carer to talk about how best to help the student engage with school
- developing an [Individual Education Plan](#) 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
  - [Program for Students with Disabilities](#)
  - Visiting psychologist - Innerbloom psychology
  - Student Support Services – including speech therapist and psychologist services - see also [Student Support services summary for parents and carers](#)
  - Appropriate external supports such as [Child FIRST/Orange Door](#)
  - Visiting Teacher Service including for hearing or vision impairment
  - CAMHS
  - YarraMe
  - Out Reach
  - School Nursing Service
  - EAL Language School
  - Re-engagement programs such as [Navigator](#)
  - [LOOKOUT](#)
  - [Mental health toolkit](#)

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
- *engaging with our regional Koorie Education Support Officers*
- running regular Student Support Group meetings on a termly basis for all students:

- with a disability
- in Out of Home Care
- with other complex needs that require ongoing support and monitoring.

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

Pascoe Vale Primary School is committed to providing the necessary support to ensure our students are supported intellectually, emotionally and socially. The leadership team plays a significant role in developing and implementing strategies to help identify students in need of support and enhance student wellbeing. Pascoe Vale 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, social connectedness and motivation
- attendance, detention and suspension data and collaboration with DET Attendance Officer
- engagement with families

To improve student engagement and wellbeing, Pascoe Vale Primary School will also focus on the following:

- Promoting “it’s not ok to be away” and monitoring student attendance with regular follow ups with families
- Constructing and implementing essential agreements; rights, responsibilities and actions in all area of the school between teachers and students
- developing a learning community through Professional Learning Team (PLT) structure to support all year levels

#### **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. Further information about raising a complaint or concern is available in our Complaints Policy.

## 6. Student behavioural expectations and management

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 Pascoe Vale Primary School's Bullying policy.

When a student acts in breach of the behaviour standards of our school community, Pascoe Vale Primary School will institute a staged response, consistent with the Department's policies on behaviour, discipline and student wellbeing and engagement. Where appropriate, parents will be informed about the inappropriate behaviour and the disciplinary action taken by teachers and other school staff.

Our school considers, explores and implement positive and non-punitive interventions to support student behaviour before considering disciplinary measures such as detention, withdrawal of privileges or withdrawal from class.

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:

- the behaviour is stated, and student warned that their behaviour is inappropriate
- teacher controlled consequences such as moving a student in a classroom away from the other students but within the same learning area
- moving the student to another classroom for 15 minutes to complete work or make up missed class time as determined by the teacher
- withdrawal of privileges
- removal of student from classroom to a designated area under supervision of the leadership team
- restorative practices
- detentions during break times
- behaviour support and intervention meetings
- suspension
- expulsion

Suspension, expulsion and restrictive interventions are measures of last resort and may only be used in situations consistent with Department policy, available at:

- <https://www2.education.vic.gov.au/pal/suspensions/policy>
- <https://www2.education.vic.gov.au/pal/expulsions/policy>
- <https://www2.education.vic.gov.au/pal/restraint-seclusion/policy>

In line with Ministerial Order 1125, no student aged 8 or younger will be expelled without the approval of the Secretary of the Department of Education and Training.

The Principal of Pascoe Vale Primary School is responsible for ensuring all suspensions and expulsions are recorded on CASES21.

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

## 7. Engaging with families

Pascoe Vale 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 through School Council and School Council sub-committee groups
- coordinating resources and services from the community for families
- including families in Student Support Groups and developing individual plans for students.

## 8. Evaluation

Pascoe Vale 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 entered through Compass Chronicle and Edusafe Plus
- school reports
- parent survey
- case management
- CASES21 and Compass including attendance and absence data
- SOCS
- Student/parent complaints

Pascoe Vale Primary School will also regularly monitor available data dashboards through the Compass chronicle platform to ensure any wellbeing or engagement issues are acted upon in a timely manner and any intervention occurs as soon as possible.

## COMMUNICATION

This policy will be communicated to our school community in the following ways

- Available publicly on our school's website
- Included in staff induction processes
- Policy updates referenced in school newsletters
- Made available in hard copy from school administration upon request

Our school will also ensure it follows the mandatory parent/carers notification requirements with respect to suspensions and expulsions outlined in the Department's policies at:

- [Suspension process](#)
- [Expulsions - Decision](#)

## FURTHER INFORMATION AND RESOURCES

The following Department of Education and Training policies are relevant to this Student Engagement and Wellbeing Policy:

- [Attendance](#)
- [Student Engagement](#)
- [Child Safe Standards](#)
- [Supporting Students in Out-of-Home Care](#)
- [Students with Disability](#)

- [LGBTIQ Student Support](#)
- [Behaviour - Students](#)
- [Suspensions](#)
- [Expulsions](#)
- [Restraint and Seclusion](#)

The following school policies are also relevant to this Student Wellbeing and Engagement Policy:

- [Child Safety and Wellbeing Policy](#)
- [Bullying Prevention Policy](#)
- [Inclusion and Diversity Policy](#)
- [Statement of Values and School Philosophy](#)

#### **POLICY REVIEW AND APPROVAL**

Policy last reviewed	6 <sup>th</sup> June 2022
Consultation	Consultation on this policy with SEL domain team on: 9/5 Consultation on this policy with SEL School Council subcommittee: 17/5, 7/5 Consultation with staff in Term 1 staff meeting 4/4, 11/5 Consultation with School Council: 15 <sup>th</sup> June 2022
Approved by	Principal
Next scheduled review date	June 2024