

# STUDENT WELLBEING and ENGAGEMENT POLICY

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## PURPOSE

The objective of this policy is to affirm our school's commitment 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.

## POLICY

School values, philosophy and vision

Collingwood College's vision and values are integral to the work that the school does and are the foundation of our school community. Students, staff and members of our school community are encouraged to live and demonstrate our core values of diversity, creativity, innovation, relationships and achievement at every opportunity.

Collingwood College's vision is to help to develop inspirational young people. **Inspirational young people are well-balanced, strong and creative individuals who make a positive difference to our community.**

Our Statement of Values is available online at:

<https://www.collingwood.vic.edu.au/about-us/vision-and-values/>.

Engagement strategies

Collingwood College is committed to a range of strategies to promote engagement, positive behaviour and respectful relationships for all students in our school. The school acknowledges 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.

Whole-school engagement strategies are implemented. Some examples are as follows:

- High and consistent expectations of staff, students and parents/guardians;
- Prioritising the safety and inclusivity of learning environments through teaching programs to address bullying and respectful relationships between peers, teachers, students and parents/guardians.
- Collingwood College is committed to providing a number of targeted strategies to maintain and improve student engagement: *For example, differentiated programming at every year level*
- Collingwood College has also provided a number of individual strategies to maintain and improve individual student engagement

Some examples of these are as follows:

*Student Support Groups, see:*

<http://www.education.vic.gov.au/school/principals/spaq/participation/pages/supportgroups.aspx>

- all students who require an individual learning plan and/or behaviour management plan will have one developed by the home group/classroom teacher, Year Level Coordinator and a member of the wellbeing team if required, during term one, or as the need arises
- Collingwood College arranges for wellbeing staff to conduct home visits for any student who may be struggling at home and will contact necessary departments who may need to be aware/involved as a result
- any student with disabilities are provided with the support needed to maintain their engagement whilst at school and also ensure that they can participate fully in school activities that are suitable and safe for their condition
- all staff at Collingwood College have the ability to refer individual students to the wellbeing team and student support services as the need arises
- the wellbeing team is able to refer students to a number of outside agencies and support services
- ongoing meetings can be arranged between the classroom/ homegroup teacher, Year Level Coordinator, wellbeing staff and the Department of Human Services and/or any other external support services or persons regarding individual students as the need arises.
- referring the student to:
  - school-based wellbeing support services
  - 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 Child First
  - re-engagement programs such as New Start and individual learning plans aimed at meeting SMART goals

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.*

### Identifying students in need of support

Collingwood College 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 that help identify students in need of support and enhance student wellbeing. Collingwood College will utilise the following information and tools to identify students in need of extra emotional, social or educational support:

Collingwood College has adopted a case management approach to the wellbeing of students. Class teachers, home group teachers, Learning Community leaders, year level co-ordinators and Advisory teachers take an active role in monitoring student wellbeing attendance and achievement. They meet in teams to monitor these aspects of a student's progress and refer to the wellbeing team members or appropriate leaders when additional support is required.

### 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:

- 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 in a respectful way
- 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

- respect the right of the teachers to teach

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.

### 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 Collingwood College's Bullying policy.

When a student acts in breach of the behaviour standards of our school community, Collingwood College 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.

Warnings about inappropriate behaviour is the first step in the schools staged response.

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.

### Engaging with families

Collingwood College values the input of parents and carers, and strives to support families to engage in their child's learning and build their capacity as active learners. Collingwood College aims to be partners in learning with parents and/or carers in the school community.

The school works hard to create successful partnerships with parents and carers.

Some examples are:

- maintaining an open, respectful line of communication between parents and staff, supported by our Communicating with School Staff policy
- communicating regularly with the school community via the school website, school newsletter, Compass, email and student diaries and letters

## Evaluation

Collingwood College 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
- written requests and/or complaints
- case management
- CASES21
- SOCS

## Revision History

VERSION	DATE	AUTHOR(S)	CHANGES
1	17/09/2018	Judith Clelland	Initial policy in new format