



## STUDENT WELLBEING AND ENGAGEMENT POLICY



### Help for non-English speakers

If you need help to understand the information in this policy, please contact Kurrun Primary School Administration.

### 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.

Kurrun 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



## **KURRUN** Primary School

Kurrun Primary School opened Term 1, 2023. The school is in the Southern Melbourne area of the South-East Victoria region and the Bunurong people are the Traditional Custodians of the land on which the school is sited. Kurrun Primary School is situated approximately 50 kilometres south-east of Melbourne at 22 Allsburg Avenue, Officer within the Cardinia Shire. The Cardinia Shire has a forecast population increase of over 70,000 people by 2041, with approximately a 45,000 increase in residents expected by 2029. Officer will see the highest rate of growth, more than doubling its population by 2031.

Kurrun Primary School is provisioned for students in Prep to Grade 6 and consists of facilities for a long-term enrolment of 525. The school's facilities include:

- an administration building with a library, staff offices and amenities as well as specialist teaching areas for science and food technology
- two learning neighbourhood buildings, incorporating general purpose classrooms, flexible and collaborative teaching spaces
- a community hub building with a competition-grade gymnasium, canteen, music and drama space
- two outdoor hardcourts
- a sports field.

Konewark Integrated Child and Family Centre is adjacent to Kurrun Primary School and the school will work with the centre through transition programs and transition reports for the benefit of the students as well as connecting parents/carers with relevant community services.

Kurrun Primary School is located in an area that is undergoing significant residential development including both standard and medium density housing. The residential estates immediately surrounding Kurrun Primary School are continuing to be developed and this is expected to continue for the first 3-4 years of the school's operation. It is therefore anticipated that there will significant growth in enrolments in the school both from year to year as well as within the school year.

## 2. School values, philosophy and vision

Kurrun 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 inclusion, courage, aspiration, integrity, respect and empathy at every opportunity.

Our school's vision is for every student to be engaged with purposeful learning and making high levels of growth, every day.

Our school's mission is to create and maintain a collaborative school community to empower and inspire students to become interdependent contributors to their community.

Kurrun Primary School's values are Inclusion, Courage, Aspiration, Respect and Empathy.

**Inclusion** – Inclusion is ensuring that everyone feels like they belong and are part of the school community. In displaying inclusion, we maximise opportunities for people to participate in school life and we embrace and celebrate diversity.



**Courage** – Courage is accepting challenges and embracing opportunities. In displaying courage, we are brave, persist, stand up for what is important and we do the right thing, even when it is difficult to do.

**Aspiration** – Aspiration is having high expectations and achieving to a high level. We display aspiration when we set challenging goals and are relentless in the pursuit of these goals.

**Respect** – Respect is when we value ourselves, others and property. We display respect when we treat ourselves, others and property with kindness, courtesy and care.

**Empathy** – Empathy is being able to share or understand the emotions and feelings of another person. We display empathy when we actively seek to understand how another person is feeling and show that we have care and compassion for that person.

### 3. Wellbeing and engagement strategies

Kurrun 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 students developing a strong sense of school connectedness and belonging and maintaining a culture of inclusion in supporting high levels of engagement and wellbeing. 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
- 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 Kurrun Primary School use an instructional framework to ensure an explicit, common and shared model of instruction to ensure that evidenced-based, high yield teaching practices are incorporated into all lessons
- teachers at Kurrun Primary School adopt a broad range of evidence-based teaching and assessment approaches to effectively respond to the diverse learning 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 Representative Council and other forums including year group meetings and class meetings. Students are also encouraged to speak with their teachers, Professional Learning Team Leader, Assistant Principal and Principal whenever they have any questions or concerns.
- create opportunities for cross-age connections amongst students through a buddy program
- welcome students to self-refer to the Professional Learning Team Leaders, 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 approaches such as:
  - Whole-school Rewards
  - Whole-school Routines
  - Behaviour Matrix
  - Behaviour Flowchart
  - Respectful Relationships
  - Zones of Regulation
- programs, incursions and excursions developed to address issue specific needs
- opportunities for student inclusion (i.e. sports teams, clubs, recess and lunchtime activities)
- 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

- each class has a designated class teacher/s, a teacher or teachers responsible for the class, who monitors the health and wellbeing of students in the class, and acts as a point of contact for students who may need additional support.
- students requiring additional support can be initially referred to the Leading Teacher for Inclusion and Wellbeing or the Mental Health and Wellbeing Leader and, in consultation with parents/carers, a support plan developed that is appropriate to the needs of the student
- 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
- our English as a second language students are supported through our EAL program, and all cultural and linguistically diverse students are supported to feel safe and included in our school
- 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](#)



- 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

### Individual

Kurrun 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 a 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
- [Student Support Groups](#)
- 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

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 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

Kurrun 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 to help identify students in need of support and enhance student wellbeing. Kurrun 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
- feedback and formal reports from allied health providers

#### 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 a sense of belonging and connectedness at school
- learn in an environment free from bullying, harassment, violence, racism, discrimination or intimidation
- express their ideas, feelings and concerns and for these to be acknowledged.

Students have the responsibility to:

- participate fully in their educational program
- display positive behaviours that demonstrate respect for themselves, others and property
- 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 are grounded in our school's Statement of Values and School Philosophy.



Violence, bullying, and other offensive and harmful behaviours such as racism, harassment and discrimination will not be tolerated and will be managed in accordance with this policy. Bullying will be managed in accordance with our Bullying Prevention Policy.

When a student acts in breach of the behaviour standards of our school community, Kurrun 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 implements positive and non-punitive interventions to support student behaviour before considering disciplinary measures such as 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:

- 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
- completion of a reflection process during a break time
- withdrawal of privileges
- referral to the Professional Learning Team Leader
- referral to the Principal-class
- restorative practices
- 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 Kurrun 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



Kurrun 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 Communicating with School Staff policy.
- providing parent volunteer opportunities so that families can contribute to school activities
- involving families with 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

Kurrun 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
- case management
- CASES21, including attendance and absence data
- SOCS.

Kurrun Primary School will also regularly monitor available data dashboards 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
- 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 Department's Policy and Advisory Library (PAL):
  - [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](#)
- Related Policies:
  - Child Safety Policy
  - Bullying Prevention Policy
  - Inclusion and Diversity Policy
  - Statement of Values and School Philosophy
  - Complaints Policy
  - Duty of Care Policy

## POLICY REVIEW AND APPROVAL

Policy last reviewed	June 2024
Consultation	School Council
Approved by	School Council
Next scheduled review date	June 2026