



# STUDENT WELLBEING AND ENGAGEMENT POLICY

## BLACKBURN LAKE PRIMARY SCHOOL

12 - 14 Florence Street Blackburn 3130

### 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.

Blackburn Lake Primary School is committed to providing a safe, secure and stimulating learning environment for all students. We understand that students reach their full potential 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 Blackburn Lake Primary 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.

### CONTENTS

1. School profile
2. School values, philosophy and vision
3. Wellbeing and engagement strategies
4. Identifying students in need of support
5. Student rights and responsibilities
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### POLICY

#### 1. School profile

Situated next to the beautiful Blackburn Lake Sanctuary, the school's grounds are nestled in a quiet streetscape away from major roads. The school's natural environment reflects a country feel, a tree-lined retreat from the hustle and bustle of Eastern Metropolitan Melbourne.

BLPS has a current enrollment of 552 students with 24 classes. We are a school that places high importance on developing a sense of community. Many opportunities exist for students, parents, friends, families and community members to participate in a wide range of curricular and extracurricular programs and events.

At BLPS, each student is valued and encouraged to reach their full potential. Students have a range of opportunities to develop their skills and knowledge in areas of interest through carefully planned and innovative programs.

Our school motto "Learning Together", acknowledges the importance of:

- Creating strong partnerships between home and school
- Incorporating student voice and agency into learning
- Delivering sequentially planned, engaging curriculum
- Providing differentiated learning opportunities
- Fostering safe and supportive learning environments
- Establishing clear learning and behavioural expectations
- Using technology as a tool to enhance learning
- Communicating well

Our tiered approach, to student well-being, helps to create a sense of connectedness, care and belonging and provides a platform for students to achieve outstanding academic results.

Blackburn Lake Primary School staff are enthusiastic, highly professional educators and bring a wealth of knowledge and commitment to their crucial task of guiding students towards a fulfilling and productive seven years of primary education.

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

Blackburn Lake Primary School's vision is to empower our students by giving them voice and agency in their learning, promoting 21st Century learning skills and behaviours.

Student wellbeing is a genuine priority and a platform for student success at Blackburn Lake Primary School. As a school, we seek to provide a respectful and caring environment where students are encouraged to adopt a positive attitude and take responsibility for their learning and actions. Within a supportive learning environment, students are encouraged to 'think well' and aim for high expectations of achievement. These values are evidenced in our TRRAC values; Thinking, Respect, Responsibility, Attitude and Caring, and outlined in the school's Code of Conduct:

- Everyone in our school has the right to learn
- Everyone in our school has the right to be treated with respect
- Everyone in our school has the right to be part of a responsible community
- Everyone in our school has the right to have a go
- Everyone in our school has the right to feel safe and be cared for by others

Each TRRAC value is represented by a mascot and these animals can be found within our local community.

Each of the values at Blackburn Lake Primary School are accompanied by learning dispositions and action statements. Our five key learning dispositions provide our students with the opportunities to become successful 21st-century learners. Our learning dispositions have been carefully matched to our school values and mascots, and are embedded in all classroom teaching practices.

The five BLPS learning dispositions are:

1. Creativity & Curiosity
2. Gratitude
3. Self Regulation
4. Resilience
5. Collaboration

### 3. Wellbeing and Engagement Strategies

*Blackburn Lake 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 relationships and peer support in helping children and students feel safe. 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 (cohort 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*
- *deliver a broad curriculum based on the Victorian Curriculum to ensure students are able to experience subjects and programs tailored to their interests and strengths*
- *teachers at Blackburn Lake Primary School use a school developed instructional framework in all lessons to ensure an explicit, common and shared model of instruction*
- *teachers at Blackburn Lake 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 all classrooms, 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 School Council, Student Voice forms and in less formal settings like year group meetings. 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 musicals, house activities, music programs, community activities and peer support programs*
- *we engage in school wide positive behaviour support with our staff and students, which includes programs such as:*
  - *Respectful Relationships*
  - *Whole School Buddies Program*
  - *Intergenerational Program*
  - *Restorative Practices*
- *programs, incursions and excursions developed to address issue specific needs or behaviour*
- *opportunities for student inclusion (i.e. sports teams, clubs, recess and lunchtime activities)*
- *buddy programs, peers support programs*
- *lunch time clubs*
- *whole school weekly assemblies*

- *regular student wellbeing surveys and check-ins*
- *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 year group has a Professional Learning Community (PLC) Leader, a senior teacher who will provide administration support for the group and monitor the health and wellbeing of students in their year, and act as a point of contact for students who may need additional support*
- *each year level Professional Learning Community (PLC) Leader is responsible for overseeing the collaborative curriculum development for their year level and to support school improvement*
- *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 support learning and wellbeing outcomes of students from refugee backgrounds*
- *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 disabilities are fully supported in their learning and school activities according to the [Department's policy](#). This includes reasonable adjustments to learning programs, consultation with families, and when necessary, 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*
- *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

*Blackburn Lake 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 such as Navigator*

*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 Engagement 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.*

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

*Blackburn Lake 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. Blackburn Lake 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*

## **7. 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:

- Everyone in our school has the right to learn
- Everyone in our school has the right to be treated with respect
- Everyone in our school has the right to be part of a responsible community
- Everyone in our school has the right to have a go
- Everyone in our school has the right to feel safe and be cared for by others

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.

## **8. Student behavioural expectations and management**

*Behavioural expectations of students are grounded in our school's Statement of Values/Student code of conduct.*

*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.*

School Wide Positive Behaviour Support (SWPBS) is a framework that brings together our school community to develop a positive, safe and supporting learning environment. The evidence based framework aims to create a positive school environment by encouraging, and explicitly teaching expected behaviours which allows students and teachers more time to focus on classroom instruction and develop relationships.

At BLPS we have developed a Positive Behaviours Matrix which clearly outlines to all students, staff and the school community the expected behaviours in all settings of the school. Class teachers explicitly teach the positive expected behaviours just as they teach other academic subjects. Further information can be located on the BLPS website.

We have a consistent approach in dealing with inappropriate student behaviour as all staff follow our Behaviour Flowchart. Mistakes in behaviour are treated as learning experiences and students who show positive behaviours are acknowledged formally and informally.

*Consequences 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. The consequences for inappropriate behaviours at our school will be applied fairly and consistently. Students will always be provided with an opportunity to be heard.*

*Consequences 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*
- *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 Blackburn Lake 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 Blackburn Lake Primary School.

## **9. Engaging with families**

Blackburn Lake 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 through School Council, class representatives and parent volunteers
- 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.

## 10. Evaluation

Blackburn Lake 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 collected through an online platform
- school reports
- parent survey
- case management
- CASES21, including attendance and absence data
- SOCS

Blackburn Lake 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
- Included as annual reference in school newsletter
- Made available in hard copy from school administration upon request

Our school will also ensure it follows the mandatory parent/carer 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	June 2024
Consultation	School Council
Approved by	Principal
Next scheduled review date	June 2026