

Student Wellbeing & 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.

Chirnside Park 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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POLICY

1. School profile

Chirnside Park Primary School was established over 30 years ago and is located approximately 35 kilometres east of Melbourne. We have 420 students enrolled from Prep to Grade 6 and 43 school staff members including a wellbeing coordinator and visiting health providers.

Our school enjoys a unique environment with beautiful indoor and outdoor learning spaces. The school atmosphere is supportive and friendly where every child's education is of the highest priority. The school prides itself on providing a personal approach to student learning, through highly engaging programs that supports every child to achieve their full potential physically, emotionally and academically. The school's high emphasis on nurturing and wellbeing gives students the opportunity to learn the skills and resilience to be successful in life. The school shares a unique relationship with the wider community. This is exemplified by the positive relationship between the staff and parents.

We strive to provide a nurturing and challenging environment that empowers students to reach their personal best, both academically and socially.

2. School values, philosophy and vision

Chirnside Park Primary School is committed to providing a safe, supportive and inclusive environment for all students, staff and members of our community. Our school recognises the importance of the partnership between our school and parents and carers to support student learning, engagement and wellbeing. We share a commitment to, and a responsibility for, creating an inclusive and safe school environment for our students.

Our Statement of Values is available by visiting our school's website.

3. Wellbeing and engagement strategies

Chirnside Park Primary School is committed to developing relationships based on whole school and classroom practices and ensuring that all students are engaged, feel welcomed, cared for and encouraged to participate and to attend school regularly. Our school provides a learning community where students are challenged, engaged and connected to teachers and peers. We believe that all students should be actively engaged in their learning and that our teachers provide a stimulating program that is relevant, exciting and fun. The school has high expectations for all students and encourages students to engage effectively in their learning and educational experiences.

Chirnside Park 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 available in detail on our school website: <https://chirnsideparkps.vic.edu.au/>

Universal - Tier One

- *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, Student Attitudes to School Survey, Parent Opinion Survey, School management data and school level assessment data*
- *teachers at our school use various instructional frameworks tailored to the Chirnside Park Way 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 Chirnside Park 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 Education Department*
- *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 our philosophy of 'catching students doing the right thing' in the yard, 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, various school captaincy and formal leadership roles. Students are also encouraged to speak with their teachers, Year Level Coordinator, Assistant Principal and Principal whenever they have any questions or concerns.*
- *all students are welcome to self-refer to the Student Wellbeing Officer, Year Level 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 initiatives with our staff and students, which includes programs such as:
 - The Resilience Project - explicitly teaching emotional regulation strategies Prep-6
 - Respectful Relationships
- opportunities for student inclusion (i.e. a plethora of sports teams, recess and lunchtime clubs every day)
- buddy programs, peers support programs

Targeted – (Tier 2)

- All classroom and Education Support (ES) staff have designated Team Leaders, a senior teacher or ES member, who are responsible to monitor the health and wellbeing of students in their cohorts, and act as a point of contact for students who may need additional support
- 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.
- 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 access to a Student Support Group (SSG)
- 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 a 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. Disability Inclusion (DI) Funding processes are embedded across the school, and the school wellbeing officer leads the DI process in close collaboration with families if and when required
- 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 – Tier 3

Chirnside Park 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*
- *regularly meeting with students 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*
- *referring the student to:*
 - *school-based wellbeing supports*
 - *Student Support Services (Education Department)*
 - *Appropriate external supports such as council-based youth and family services, other allied health professionals i.e. Headspace, Orange Door or Child and Adolescent Mental Health Services*
 - *Paraprofessionals such as: Speech Pathologists, Occupational Therapists, Trauma based psychologists or GP's and Paediatricians*

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

Chirnside Park Primary School is committed to providing the necessary support to ensure our students are supported intellectually, emotionally and socially. Classroom teachers, Education Support Staff in collaboration with 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. Chirnside Park 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, racism, 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 classroom teachers first, other trusted adults in the school, their parents or carers, the school wellbeing officer, or a member of the school leadership team. Further information about raising a complaint or concern is available in our Complaints Policy on our website: <https://chirnsideparkps.vic.edu.au/>

6. Student behavioural expectations and management

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.

Chirnside Park Primary focuses on a whole school approach to supporting positive behaviour, where relationship building and early intervention strategies are paramount.

In promoting positive behaviours the school will:

- Establish and teach school-wide and classroom expectations.
- Plan class and individual behaviour reward systems.
- Teach and reinforce the Resilience Project and acknowledge positive behaviour (virtues awards) at weekly assemblies.
- Incorporate Rights, Resilience and Respectful Relationships program in the Social Emotional Learning program at every year level.
- Explain and teach Internet safety behaviours and related anti-cyber-bullying behaviours
- Convene Student Support Group meetings when appropriate.
- Comply with and adhere to the Child Safety Code of Conduct

When a student acts in breach of the behaviour standards of our school community, we 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:

- warning a student that their behaviour is inappropriate
- timely communication with parents and caregivers
- teacher controlled consequences such as moving a student in a classroom or other reasonable and proportionate responses to misbehaviour
- withdrawal of privileges
- referral to Year Level Coordinator
- restorative practices
- detentions
- 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 Chirnside Park 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

Our 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
- coordinating resources and services from the community for families
- including families in student support group meetings, and developing individual plans for students.

8. Evaluation

Chirnside Park 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

Chirnside Park 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 in transition and enrolment packs
- 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 Policy
- Bullying Prevention Policy
- Inclusion and Diversity Policy
- Statement of Values and School Philosophy

POLICY REVIEW AND APPROVAL

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| Policy last reviewed | Dec 2025 |
| Approved by | School Council |
| Next scheduled review date | Dec 2027 |