



# Glen Iris Primary School

## STUDENT WELLBEING AND ENGAGEMENT POLICY



### Help for non-English speakers

If you need help to understand this policy, please contact Language Loop. [www.languageloop.com.au](http://www.languageloop.com.au) or (03) 9280 1955.

### 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.

Glen Iris 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 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
3. Engagement strategies
4. Identifying students in need of support



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## POLICY

### 1. School Profile

#### SCHOOL COMMUNITY

Established over 150 years ago in 1865, Glen Iris Primary School is a family and community oriented school serving families in Glen Iris and the surrounding areas. In 2024, our student enrolment is xxx children and 18 classes.

Our highly motivated and professional staff members provide a sound education that fosters a love of learning and encouragement for individuals to excel. Numeracy and Literacy are at the core of an integrated curriculum that includes Science, Humanities, Technology, Health and Physical Education, Spanish, and The Arts (Visual and Performing).

#### EDUCATIONAL

The F-10 Victorian Curriculum and related support tools enable staff to develop integrated units of study that incorporate all aspects of the curriculum. Parents and teachers meet for two formal interviews each year. The first, at the beginning of the year, is an informal 'getting to know your child' meeting which enables parents to share insights about their child. Parent-Teacher interviews occur in all grade levels after the Semester One report has been delivered to parents, with three-way conferences (involving parents, students and teachers) held in senior classes.

#### DIGITAL TECHNOLOGIES

The use of digital technologies is incorporated into all curriculum planning and has become an integral part of the learning environment. Prep classes have access to a bank of iPads and a selection of Apps designed to enhance their learning experiences. In Years 1 to 4 students have access to both iPads and PC laptops which enables our students to work competently across multiple platforms. Our Year 5 and 6 students have sole use of an iPad for two years as well as having a bank of class laptops. All classrooms have interactive televisions.

#### ENVIRONMENTAL

The grounds, buildings and facilities are well maintained and include:

- Adventure playgrounds for all year levels
- Shaded play areas
- Air conditioned buildings
- Performing Arts room
- Visual Arts room



- A well-resourced library
- Artificial Turf oval
- Landscaped gardens

We are fortunate to have access to a custom-built, multi-purpose room in the Uniting Church next to our school. This room is used for Out of School Hours care programs and includes a section that our students use for Instrumental Music lessons. We also use the church hall on a regular basis, for school assemblies and other community events.

## 2. School values, philosophy and vision

### VISION

Glen Iris Primary School strives to provide a relevant, engaging and differentiated teaching and learning program in a supportive environment that fosters deep thinking, creativity, collaboration and independence.

**Growth through belonging; a community where every child thrives.**

### MISSION

Our mission is to foster academic excellence and personal growth in a nurturing environment where every child is supported. We aim to balance rigorous academic standards with comprehensive wellbeing support, ensuring every child grows confidently.

### OBJECTIVE

Glen Iris primary School's objective is to provide a safe and inclusive learning environment for all students so they have the opportunity to realise their potential.

### VALUES

Glen Iris Primary School's values are Honesty, Respect, Gratitude, Empathy and Resilience.



### 3. Wellbeing and engagement strategies

The provision of a safe school environment is the responsibility of the entire community. It is an expectation at Glen Iris Primary School that all members of the school community—parents, teachers and students—adopt and model the school values in their dealings with others. We work within the Child Safety Standards, developed by the Department of Education.

Glen Iris 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 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
- 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

- encourage student voice to further engage students in their interests, strengths and aspirations
- teachers at Glen Iris Primary School use Glen Iris Instructional Model 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 Glen Iris 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 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. 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 plays, athletics, music programs, SALT program and Buddies program
- All students are welcome to self-refer to the Wellbeing and Engagement Leader, 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:
  - o Rights, Responsibilities and Respectful Relationships
  - o The Resilience Project
  - o Zones of Regulation
  - o Berry Street Education Model, including Ready to Learn plans for all students and Morning Circle in every classroom every day
  - o Restorative practices
- programs, incursions and excursions developed to address issue specific behaviour (eg. Online safety)
- opportunities for student inclusion (i.e. sports teams, clubs, recess and lunchtime activities)
- Buddy program, SALT program

### Targeted

- each year group has a Year Level Leader who is responsible for their year, who monitor the health and wellbeing of students in their year, 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
- 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
- we support learning and wellbeing outcomes of students from refugee background
- 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
- 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

Glen Iris 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 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, including the Student Wellbeing Officer
  - Student Support Services

- Appropriate external supports such as council-based youth and family services, other allied health professionals, 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 Plan in collaboration with the student and their family
- engaging with our Koorie Education Support officers
- 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.

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

Glen Iris 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. Glen Iris 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
- 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.

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.

## 6. Student behavioural expectations and management

Behavioural expectations of students, staff and families are grounded in our school's Statement of Values and School Philosophy Policy. Student bullying behaviour will be responded to consistently with our school's Bullying Prevention Policy and our school Inclusion and Diversity Policy.

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.

When a student acts in breach of the behaviour standards of our school community, Glen Iris 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
- restorative practices
- withdrawal of privileges
- referral to the Wellbeing and Engagement Leader or Assistance Principal
- 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 Glen Iris 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.

Students will:

- model positive behaviour to other students
- communicate politely and respectfully with all members of the school community.
- comply with and model school values
- behave in a safe and responsible manner
- respect themselves, other members of the school community and the school environment
- actively participate in school, not disrupt the learning of others and make the most of educational opportunities

## 7. Engaging with families

Glen Iris 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 home learning 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 education plans for students

## 8. Evaluation

Glen Iris 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
- SOCS

Glen Iris 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](#)
- [Action Plan Aboriginal Learning, Wellbeing and Safety](#)
- [Student wellbeing and Engagement](#)

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

Policy last reviewed	October 2024
Consultation	School Council Parents via Compass
Approved by	Principal
Next scheduled review date	October 2026