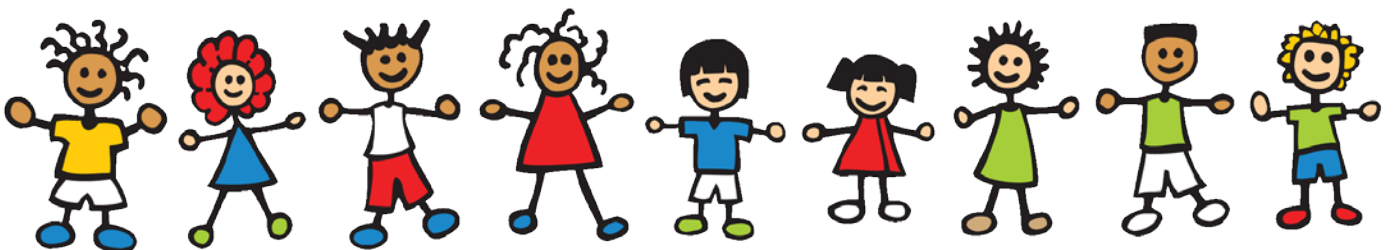




Collector Public School

Be RESPECTFUL
Be RESPONSIBLE
Show INTEGRITY

STUDENT WELFARE POLICY & PROCEDURES



Revised 2015 Review 2017

*Collector Public School Student Welfare policy and procedures review team included:
Principal, Parents, Staff Representatives, School Learning Support Teacher & students*

Collector Public School

School Rules/Values

At Collector Public School good discipline and effective learning rely on the positive partnerships between teachers, parents, carers and students. This partnership strives to develop in the students an understanding of appropriate behaviours. It is a partnership based on shared responsibility and mutual respect. Collector Public School has developed a proactive school-wide approach for supporting appropriate student behaviour to create a positive school learning environment.

At Collector Public School we have three expectations in all areas and settings of school life. We call these our Values:

Be RESPECTFUL

- Respect the rights and feelings of others.
- Speak politely to everyone and use manners.
- Respect the belongings and personal space of others.

Be RESPONSIBLE

- Be in the right place at the right time.
- Listen to and follow instructions from staff.
- Take responsibility for your actions.

Show INTEGRITY

- Act cooperatively and appropriately.
- Be true to yourself - own your behaviour.

School Motto: Achievement and Pride

- Always try your best.
- Be proud of your work.



Student Welfare

Student welfare at Collector Public School includes:-

- Everything the school community does to meet the personal, social, emotional and learning needs of students
- Maintaining a safe, caring school environment in which students are nurtured to grow as responsible members of the Collector community
- The way that the school curriculum is organised and delivered
- Effective discipline
- Preventative health and social skills programs (often blended into the curriculum)
- The early identification of problems addressed by collaborative intervention strategies
- The provision of on-going educational services to support students
- Recognition of the diversity that exists within the school community employing strategies to enhance harmony whilst accepting differences
- Acknowledging the role that Collector Public School plays as a resource to link families with community support services utilising an inter-agency approach

Rules & policies

Values are taught in the classroom to help our students to:

- develop a love of learning
- pursue excellence and high standards
- develop care and respect for themselves and others
- take pride in their work
- exhibit a strong sense of fairness and social justice
- have respect for and understanding of Australia's history including the cultures and experiences of Aboriginal and Torres Strait Islander people as the first peoples of Australia, and Australia as a multicultural society
- have an appreciation of Australia's history and multicultural society
- actively participate as citizens.

All students are expected to:

- attend school every day, unless they are legally excused
- be in class on time and prepared to learn
- maintain a neat appearance and follow the school uniform policy
- behave safely, considerately and responsibly including when travelling to and from school
- follow class rules, speak courteously and cooperate with instructions and learning activities
- treat staff, other students and members of the school community with dignity and respect
- care for property belonging to themselves, the school and others.

Collector Public School provides opportunities for its students to:

1. Enjoy success and recognition
2. Make a useful contribution to the life of our school
3. Derive enjoyment from their learning as part of a commitment to life-long learning.

Collector Public School recognises the importance of a partnership between the school and the family as well as the wider community. A secure well-managed school forms the basis for effective learning and teaching. All children have the right to learn and all members of Collector Public School have a responsibility to allow others to learn. Good discipline at both a classroom and a whole-school level provides a positive atmosphere for learning and a culture of high expectations and achievement.

Collector Public School prides itself on a sound history of community participation. Our school forms an important hub within the local community.

Strategies and Practices to maintain School Values

- Consistent implementation and practice of class and school rules.
- Explicit teaching of school values.
- Ongoing acknowledgment of positive student behaviour.
- Individual student plans where applicable. (eg. Learning, Behaviour)
- Ongoing communication with parents.

Strategies and Practices to recognise and reinforce Student Achievement

- Providing appropriate curriculum to meet the needs of each student.
- Engage students through quality teaching.
- Supporting students to achieve success in learning through adjustments to the curriculum and where necessary placing students on Individual Learning Plans (ILP).
- Providing recognition and awards for achievement and effort.

Learning and Support

The Learning Support Team focuses on addressing the learning needs of students by ensuring that collaborative planning and programming occurs, that effective implementation strategies are in place, that available and appropriate school resources are being utilised and monitoring, assessment and reporting strategies have been developed.

The Learning Support Team considers the type and level of support students with disabilities, learning difficulties and behaviour issues require, to address their curriculum, communication, social skills, personal care and safety and mobility needs. The team identifies and brings together key personnel within the school community who are most suitable to support the classroom teacher in meeting the student's learning requirements.

Parent and Community Involvement

- Weekly Newsletter
- Parent Teacher Interviews (formal and informal)
- Invitations to Parents for School Events
- Collector Pumpkin Festival
- Encouraging Parents and Community Members to be Classroom helpers.
- P & C Meetings
- School and Special Assemblies
- Reporting to Parents
- Open Days
- Presentation Night
- School Website and School Stream
- Encouraging parents to be involved in extracurricular activities and excursions

Annual Awards at Presentation Night

- Ted Birkett Award for Junior Citizenship (Infants)
- The Nelson-Murray Award in honour of two pioneers of Collector – Citizenship (Primary)
- Collector Rural Fire Brigade Junior Achievement Award (Infants)
- Senior Sporting Achievement Award (Primary)
- Junior Award for Effort and Enthusiasm (Infants)
- The Poile Award for School Spirit (Primary)
- Excellence in Academic Achievement (whole school)

Awards are decided by all teaching staff at Collector Public School.

Classroom

The modelling of consistent and caring behaviour by staff is an integral component of Collector Public School. Staff members aim to create an environment that fosters, recognises and reinforces student achievement and effort. This is achieved by using positive re-enforcements and negative consequences. Lessons are explicitly taught throughout the year, intensively at the beginning of each term to create a safe and harmonious learning environment. Teachers share the End of Term Reward.

Positive

Verbal Praise

Achievement and Pride

Counters -

Can be earned by being on task, participation, enthusiasm and demonstrating school values: be responsible, be respectful and show integrity.

Give Counters.

10 Counters = Green Card

Green Cards -

Can be earned by creating exceptional class work or outstanding behaviour.

Negative

1. Verbal Reminder

The student acknowledges behaviour and takes responsibility. The teacher states the expected behaviour.

2. Behaviour Book

Name is documented in the Behaviour Book. The student misses one lunch play.

3. Buddy Classroom

If behaviour escalates the student will be sent to buddy classroom for the rest of the session to complete set work. The student will lose two lunch plays.

For violent, defiance, disruptive, disrespect, bullying, abusive or threatening comments the student will automatically be recorded in the Behaviour Book.

Note: All of the above are monitored by the Learning Support Team.

Playground

Collector Public School has a playground roster where staff members actively supervise students eating and playing. Staff members aim to acknowledge and reward positive behaviour in the playground. Staff issue verbal warnings and discuss inappropriate behaviour. Serious breaches of school rules will be recorded in the White Slip Folder.

Positive

Raffle Ticket

The teacher will give a raffle ticket for kindness, happiness, follow school rules, demonstrate school values or reinforce positive playground behaviour.

The teacher will write the student's name on the raffle ticket and put it in the raffle box.

Assembly

At each Assembly six raffle tickets will be drawn out of the box. Students will receive a lucky dip, and have their photo taken for the Newsletter.

Negative

Verbal Reminder

The student acknowledges behaviour, takes responsibility and the teacher states the expected behaviour.



White Slip

Students will receive a behaviour White Slip for not showing respect, responsibility or integrity. The student sits in designated time out area for 15 minutes.

For violent, defiance, disruptive, disrespect, bullying, abusive or threatening comments the student will automatically be recorded in the White Slip Book.

Note: All the above are monitored by the School Learning Support Team.

Dealing with Unacceptable Behaviour

- * If a student is given a combination of **five White Slips** and **Behaviour Book** recordings in a term their parent is contacted. If parents wish to be notified every time they need to request this in writing.
- * Parents are contacted and informed again at **eight, nine** and **ten**.
- * If a student is given a combination of **ten White Slips** and **Behaviour Book** recordings in a **term** the student will not be eligible for the End of Term Reward and at the Principal's discretion, possible exclusion from other activities.
- * As a consequence of **over ten** behaviour recordings the student will receive either a written warning of suspension, or a short or long suspension. In consultation with the parent the student will follow an Individual Behaviour Plan. Leaders will have their badge removed for the remainder of the term.

Suspension

Policy: Procedures for Suspension and Expulsion of School Students. (A copy is available from the school if requested or from www.det.nsw.edu.au/policies/student_serv/discipline/stu_discip_gov/suspol_07.pdf).

Suspension highlights for the student and the parents the unacceptability of behaviour and the parents' responsibility for remediation of that behaviour. Schools have the right to maintain high standards of behaviour.

The Principal will consider the safety and welfare of students and staff in determining whether a student's misbehaviour is serious enough to warrant suspension. A full range of school – student wellbeing and discipline strategies will have been implemented in most cases before a suspension is imposed.

In some circumstances the Principal may determine that a student should be suspended immediately. This will usually be due to reasons such as safety of students or staff because of violence, threats of violence, presence of weapons or illegal drugs. Police may be involved. The Principal may impose a short suspension of up to and including 4 school days or a long suspension of up to and including 20 school days.

The school and parents will work in partnership to assist the student to re-join the school community. Counselling and special behaviour programs may need to be provided. Students and their parent/carer attend a Suspension Resolution meeting as part of their return to school.

Rewards for Positive Behaviour at Assembly

School Assemblies are an important and special whole school event for students, families and community. Students are recognised for positive behaviour in the classroom, playground and whole school activities. All award recipients have their photograph put onto the Office Noticeboard and/or in the Newsletter which also goes on the school's website.

10 Green Cards or an equivalent certificate =
Special Merit Gold Card
Presented by School Principal



Honour Student
10 Special Merit Gold Cards = Morning Tea with the Principal. Student will be recognised in the Newsletter.



Merit Student
20 Special Merit Gold Cards = A certificate and badge is presented at assembly. Morning Tea with the Principal.



Distinction Student
30 Special Merit Gold Cards = A certificate, distinction badge, and small gift presented at assembly. Morning Tea with the Principal.

Principals Award

This award goes to someone who has demonstrated the three school values and motto.

Class Achievement Award Two per class. (Counts as a Green Card)

Raffle Ticket Draw

6 raffle tickets will be drawn out of the box. Each student will chose a lucky dip and have their photo in the newsletter.

References

The Collector Public School Student Welfare Policy and Procedures is based on the NSW DEC documents:

- Student Discipline in Government Schools
- Core Rules in NSW Government Schools
- Values in NSW Public Schools
- The Anti-bullying Plan for Schools
- Anti-Racism Policy
- The Attendance Policy
- School Uniform Policy
- Suspension and Expulsion of School Students- Procedures

Other documents/ resources:

- Collector Public School – Code of Behaviour Policy
- Collector Public School- Behaviour Expectations
- Collector Public School- Supervision Plan
- Collector Public School- Anti Bullying Policy
- Collector Public School- Attendance Policy
- Classroom - Behaviour Book record
- Playground- White Slip record
- Playground – Student behaviour incident sheet