



STUDENT WELLBEING AND ENGAGEMENT POLICY

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Authorised by: **Principal**

Approved by School Council:
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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.

Horsham College 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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Policy

1. School Profile

Horsham College has a student population of approximately 881 students (Years 7 to 12) that includes 5% Koorie students. It is the only government secondary school provider servicing the City of Horsham and immediate surrounding rural area. 35% of students travel by bus from surrounding areas and approximately 30% of students receive the Education Maintenance Allowance or Youth Allowance. Our College is located on 14.74 hectares with alternative pathway programs known as Satellite VCAL Connect Ed, McKenzie Creek and Young Mums delivered from two other sites. The College is celebrating a recent upgrade of facilities after a \$10.6 million building program was completed at the end of 2017.

Increasingly we are developing a reputation for high quality teaching and a strong breadth and depth of learning programs, catering for our students' varied needs and providing multiple pathway options. We are recognised for the range of extracurricular activities that our students can access including sports, bands, public speaking, dance, singing, drama, the Human Powered Vehicle Challenge, Science clubs and elite sporting programs. Horsham College is committed to developing the skills and leadership capacity of staff and fostering a learning community that shares best practice with other schools.

The multi-million dollar Wimmera Trade Training Centre, which involves a partnership amongst 12 district Secondary and P-12 Colleges as well as with Federation University and Longerenong College, is located on our College grounds and the College provides five VET programs for students from the partner schools.

The College receives strong support from the majority of its parents and is integral to the community. The College staff have worked hard to develop positive links with community and educational agencies, including the Horsham City Rural Council, Wimmera-Southern Mallee LLEN, Skillinvest, Federation University and our neighbouring schools both within Horsham and throughout the Wimmera.

The College staff and its community should be proud of the opportunities it provides. It provides extension classes via the Select Entry Accelerated Learning Program and an accelerated VCE pathway. The College community is part of the Koorie Inclusive School Wide Positive Behaviours program and Horsham College is a Child Safe School.

The College has 101.76 equivalent full-time staff: 5 Principal class, 65.56 teachers and 28.6 Education Support Staff. Horsham College also has two College Chaplains and is part of the Doctors in Secondary Schools new initiative.

2. School values, philosophy and vision

Mission Statement: *Our school community values unique individuals and empowers them to achieve their potential*

Vision Statement: *We seize opportunities for a better future*

Values: *Commitment, Care, Character, Collaboration*

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|----------------------|--|
| Commitment | <ul style="list-style-type: none">▪ <i>Act in the best interests of the school community</i>▪ <i>Continually learn and improve</i>▪ <i>Expect high standards of self and each other</i>▪ <i>Meet responsibilities and embrace opportunities</i> |
| Care | <ul style="list-style-type: none">▪ <i>Build and maintain positive relationships</i>▪ <i>Act with respect and empathy</i>▪ <i>Show gratitude</i>▪ <i>Demonstrate kindness and concern for others</i> |
| Character | <ul style="list-style-type: none">▪ <i>Stay calm and consistent</i>▪ <i>Be confident and open minded</i>▪ <i>Acknowledge and learn from mistakes</i>▪ <i>Enjoy our successes</i> |
| Collaboration | <ul style="list-style-type: none">▪ <i>Give and receive constructive feedback</i>▪ <i>Value all input and ideas</i>▪ <i>Share the load</i>▪ <i>Ask for help</i> |

Horsham College's statement of Values, School Vision and Mission are 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 respect, integrity and kindness at every opportunity.

3. Engagement strategies

Horsham College 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
- deliver a broad curriculum including VET programs, VCE and VCAL to ensure that students are able to choose subjects and programs that are tailored to their interests, strengths and aspirations
- teachers at Horsham College use High Impact Teaching Strategies as part of the Visible Learning 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 Horsham College 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 and other forums including a Koorie Youth Team. 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 productions, sporting and music programs
- All students are welcome to self-refer to the Student Wellbeing Officers, School Chaplain, Year Level Coordinators, 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 programs such as:
 - Respectful Relationships
 - Safe Schools
 - Koorie Inclusive School Wide Positive Behaviour Program
- programs developed to address specific behaviour issues
- opportunities for student inclusion (i.e. sports teams, clubs, recess and lunchtime activities)

Targeted

- each year group has two Year Level Coordinators, an Assistant Principal 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
- all students from Year 10 and above will be assisted to develop a Career Action Plan, with targeted goals and support to plan for their future
- connect all Koorie students with a Koorie Engagement Support Officer
- all students in Out of Home Care will be appointed a Learning Mentor, have an Individual Learning Plan and will be referred to Student Support Services for an Educational Needs Assessment
- Horsham College assists students to plan their Year 10 work experience, supported by their Career Action Plan
- 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

- Student Support Groups, see:
<http://www.education.vic.gov.au/school/principals/spag/participation/pages/supportgroups.aspx>
- Individual Learning Plan and Behaviour Support Plan
- Program for Students with Disabilities
- referral to Student Wellbeing Officers and Student Support Services
- referral to ChildFirst, Headspace
- Lookout

Horsham College 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
- 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

Horsham College 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 help identify students in need of support and enhance student wellbeing. Horsham College 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, 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 Level Coordinator. Horsham College has a Concern and Complaint policy available on the website at <https://www.horsham-college.vic.edu.au/wp-content/uploads/2018/05/Concern-Complaint-Policy.pdf>

6. Student behavioural expectations

Behavioural expectations of students, staff and families are grounded in our school's Statement of Values. Student bullying behaviour will be responded to consistently with Example School's Bullying policy. Students are required to follow the agreed behaviours set out in the Student Expectations document signed by all students at the start of each year.

When a student acts in breach of the behaviour standards of our school community, Horsham College will institute a staged response, consistent with the Department's Student Engagement and Inclusion Guidelines. Where appropriate, parents will be informed about the inappropriate behaviour and the disciplinary action taken by teachers and other school staff.

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
- withdrawal of privileges
- referral to the Year Level Coordinator
- restorative practices
- detentions
- behaviour reviews
- suspension
- expulsion

Suspension and expulsion are measures of last resort and may only be used in particular situations consistent with Department policy, available at: <http://www.education.vic.gov.au/school/principals/spag/participation/pages/engagement.aspx>

Corporal punishment is prohibited in our school and will not be used in any circumstance.

7. Engaging with families

Horsham College 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
- 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
- referring families to resources and services within the community
- including families in Student Support Groups, and developing individual plans for students at risk

8. Evaluation

Horsham College 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

Related policies on website:

- Anti-bullying and Anti-Harassment Policy
- Diversity and Inclusion Policy
- Behaviour Management Policy