

1.0 PURPOSE OF POLICY

The school accepts a responsibility to establish curriculum, procedures and structures, which will:

- 1.1 Actively promote the health and well being of students
- 1.2 Assist students to deal with anything that harms their physical, social or emotional well being
- 1.3 Address any issue/situation which adversely affects students' opportunities to participate fully in the curriculum of the school (including co-curricular activities) as set by DEECD guidelines .

2.0 PRINCIPLES

- 2.1 Programs which enhance student wellbeing and provide students with strategies for developing positive life skills should be an important part of the school's curriculum e.g. Stephen Covey's 7 Habits of Highly Effective People, Peer Support, Kids Matter etc.
- 2.2 It is recognised that while parents have the major responsibility for student welfare a partnership between parents and the school for overall welfare will be encouraged and where required parents should be involved in welfare management
- 2.3 All staff have a responsibility for the welfare of students in their care and should be aware of and follow the structures and guidelines which exist within the school to provide assistance to students
- 2.4 Teachers should be aware of their responsibility to report instances of child abuse as required under Mandatory Reporting legislation
- 2.5 Structures should exist in the school, which ensure any welfare problems are detected and attended to promptly e.g. year level coordinators, subschool leaders, student counselor etc.
- 2.6 Staff who have specific welfare responsibilities included in their roles should be aware of the relevant support services available in the DEECD and community
- 2.7 Students should be made aware of how to access the welfare support available both within the school and in the wider community, and should feel free to approach the staff member of their choice with welfare concerns
- 2.8 Staff should be aware of the importance of confidentiality regarding students experiencing welfare difficulties
- 2.9 Any information concerning the welfare of individual students should be relayed to staff on a "need to know" basis in line with confidentiality requirements
- 2.10 The school should utilise appropriate community support agencies

3.0 HOW THIS POLICY WILL BE PUT INTO PRACTICE

- 3.1 Teachers who initially become aware of welfare issues will use their discretion and professional judgement in dealing with the situation, and are to be encouraged to utilize the school's welfare structures, contact Child First and/or appropriate referrals. There is no discretion in Mandatory Reporting incidents.

Timboon P-12 School Student Welfare

POLICY

- 3.3 The welfare structure exists to support students, staff and parents in managing student welfare issues.
- 3.4 A member of the Principal class will be responsible for the organization and effectiveness of the welfare structures.
- 3.5 Year Level Coordinators will be pro-active in supporting the welfare of students and developing welfare programs including cyber welfare in their year level.
- 3.6 Subschool Leaders in conjunction with the curriculum committee will coordinate the development of a school curriculum which promotes student well being.
- 3.7 Class and form teachers have a responsibility to be sensitive to indications of welfare problems and to initiate support where needed.
- 3.8 The roles of staff with a particular welfare responsibility will be defined and publicised to staff, students and parents.
- 3.9 When warranted external welfare agencies and resources will be utilised using suitable protocols.
- 3.10 Staff will be informed about students who have particular welfare needs where sharing this information will enable the teacher to assist the student in managing the problem or prevent aggravation of the situation for the student
- 3.11 All staff will respect the confidential nature of information concerning the welfare of individual students.
- 3.12 Processes consistent with the Student Code of Behaviour will be used to deal with welfare issues which arise from breaches of that code.
- 3.13 Welfare information for students will be placed on noticeboards around the school and outside the Student Counsellor's office.
- 3.14 Students will be made aware of whom to approach with any welfare concerns or grievances.
- 3.15 Programs will be conducted to assist parents and community members with particular welfare concerns and issues.
- 3.16 A memorandum of Understanding between Timboon P-12 School and the Timboon Community Healthcare Services will be regularly updated and evaluated.