



WELFARE POLICY

Purpose

To provide a culture and environment that caters for the emotional and social wellbeing of children, staff, parents, guardians and care givers through a supportive caring team approach.

A successful welfare culture depends on:

- Providing guidance and support to enable members of the school community to make informed and intelligent decisions,

as well as

- Offering advice to ensure structure with the school allows for all members of the community to develop their potential

Goals

To cater for the welfare concerns of students, staff and families.

Student Welfare

To ensure students sense of self worth, their wellbeing, the development of their identity and the achievement of the goals of the school.

Implementation

1. Social/ Emotional/ Physical issues:

- 1.1. All students to be made aware that they can approach the staff member they feel most comfortable with, in order to discuss their emotional, social and personal problems in a non-threatening supportive environment.
- 1.2. All concerns raised by students are to be treated confidentially, with only appropriate personnel to be informed.
- 1.3. All students are to be appropriately supported through their difficulties, e.g. offered strategies, regular reviews.
- 1.4. All students are to be provided with opportunities to develop and use their social and emotional skills.
- 1.5. All students have the right to explain their view of an event/ incident.
- 1.6. All students are to be made aware of the consequence of their actions.
- 1.7. All students have the right to be accepted and treated with respect and the responsibility to accept others and treat them with respect.

- 1.8. Bullying will not be tolerated. Both the victim and the bully are to be supported in appropriate ways to overcome the situation.
- 1.9. If required, mandatory reporting procedures will be followed on behalf of the student. (Refer to Mandatory Reporting in the Operations Manual)
- 1.10. Medications for students will be administered. (Refer to Medications in the Operations Manual)
- 1.11. Healthy Relations.

2. Educational Issues

- 2.1. To Provide the opportunity for all students to develop to their full potential.
- 2.2. To provide students with learning activities which will enhance their knowledge of a relationship with all that is around them.
- 2.3. To be able to experience programs which are age and ability appropriate.
- 2.4. If available, external support will be sought if educational issues cannot be rectified with the school resources.
- 2.5. Student files will be prepared and updated for each student and forwarded to the class teacher each year (Refer to Student Files in the Operation Manual).

3. Reporting Issues

- 3.1. Students have the right to be aware of the details of their June and December reports.
- 3.2. Students are welcome to be involved in Parent/ Teacher interviews.
- 3.3. Communication books for Prep -2 and diaries for Years 3-6 are to be used for positive communication between teacher/parent. Other methods may be used when necessary.
- 3.4. Behavioural report forms will be used when inappropriate behaviour occurs.

4. Transition Issues

- 4.1. Students will be encouraged and supported when faced with a new situation or environment, e.g. new to school, new teacher, preparing for Year 7.
- 4.2. New students to the school will be brought to the class by assigned personnel.
- 4.3. At the commencement of the school year, Prep children will develop a "Buddy system" with the Year 6 children.
- 4.4. New children in other classes will be provided with support from students with the year level
- 4.5. Welcome certificates will be presented to new students/ families.
- 4.6. Student files will be requested from previous school if transferring in.
- 4.7. Student files will be forwarded to the next school if students are transferring out. Posted where appropriate.

Community Welfare

- To provide a supportive caring environment for parents, guardians and care givers.
- Parents, guardians and caregivers will have access to a directory of local community welfare services as developed by the School.
- Parents, guardians and caregivers have the right to be notified of any contagious illnesses that may affect them or their family's health/ well being.
- Parents. Guardians and care givers have the expectation of being confidentially supported with any custody/ intervention type issues.

1. Educational/ Social issues

- 1.1.** Parents, guardians and caregivers should feel supported in relation to class interruptions and lateness, depending on the circumstances.
- 1.2.** Parents, guardians and caregivers are encouraged to be involved in the education of their child/ children.
- 1.3.** Parents, guardians and caregivers should expect to be treated in a civil manner by all staff.
- 1.4.** Parents, guardians and caregivers of children with disabilities will be supported.
- 1.5.** Parents, guardians and caregivers should promote and foster understanding of the school rules as defined in the Code of Behaviour Booklet.
- 1.6.** If appropriate, parents, guardians and caregivers will be assisted with financial costs through time payment of fees, excursions and camp costs following approval from the Principal/ Campus Principal.

This Policy has been ratified by School Council on _____

PRINCIPAL: _____

SCHOOL COUNCIL PRESIDENT: _____