



# MIRBOO NORTH PRIMARY SCHOOL

## Student Wellbeing and Engagement Policy



### Help for non-English speakers

If you need help to understand this policy, please contact Mirboo North Primary School on (03) 5668 1375 or email [mirboo.north.ps@education.vic.gov.au](mailto:mirboo.north.ps@education.vic.gov.au)

## 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.

Mirboo North 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, where student participation is encouraged and valued, helps to engage students and support them in their learning. Our school acknowledges that student wellbeing and student learning outcomes are closely linked.

This policy also supports parents in their right to expect that their children will be educated in a safe, purposeful environment in which the principles of care, courtesy and respect for the rights of others are valued.

Our School Council have great pride and confidence in knowing Mirboo North Primary School's staff and parents work together with our local community to optimise the best possible learning opportunities for our students.

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**

Mirboo North Primary School's motto is "working together". Working together with parents and the broader community to provide opportunities to develop caring, confident, and capable children who have positive attitudes towards themselves, learning and life.

The school aims to nurture responsible, confident, and caring students who have a healthy self-esteem, self-discipline and respect for others and their property whilst contributing positively to society. We aim for our children to embrace challenges to further their learning.

Mirboo North Primary School is committed to providing every child with the opportunity to achieve and experience success. Such success can be achieved through adding value to an individual's unique learning needs. Curriculum delivery is strongly based on assessing a student's needs, highlighting strengths and working both academically and socially towards achieving strong outcomes for students.

Mirboo North Primary School offers its students an attractive, safe and stimulating learning environment. The classroom is enriched with a range of extra-curricular activities. The bi-annual school production, our Picture Book Competition, camps and excursions, participation in varying levels of sport, arts performances and community service are complemented by an annual BeYou events, parents club led fete, playgrounds, lunchtime activities and breakfast club.

### **2. School values, philosophy and vision**

Our Student Wellbeing and engagement Policy is built around our school values, philosophy and vision and aims to foster:

- A healthy, positive, engaged school culture
- Students becoming life-long learners and responsible citizens
- Staff pursuing the best possible outcomes for all of our students
- All members of our school community embracing the school values and culture.

Our vision is we strive to make Mirboo North Primary School a happy, safe and friendly school where all children are empowered to be the best person they can be.

Our mission is Working Together with students, families and the wider community to develop Caring, Confident and Capable children who have positive attitudes towards themselves, learning and life.

Our school values underpin our learning behaviours and provide direction in our decision making.

- **CARING** To care is to, compassionate, kind, inclusive, considerate and thoughtful.
- **CONFIDENT** To be confident we strive to be self-assured, poised, collected, calm, composed with a growth mindset.
- **CAPABLE** Believe in oneself to be efficient, effective, skilled, talented, clever, useful, able and resilient.

In fostering a healthy, positive, engaged school culture we have a strong emphasis on Positive Learning Behaviours and Inclusive Education, where we aim to develop student's resilience and coping skills whilst enhancing their academic performance.

We foster this positive school culture by:

- Building safe supportive and respectful relationships
- Formulating "shared expectations" around behaviour.
- Promoting proactive social values and positive behaviour programs
- Encouraging student participation
- Proactively engaging parents/carers
- Implementing preventative and early intervention programs
- Responding to individual students
- Attending timely professional development

Mirboo North Primary School's [Statement of Values and School Philosophy](#) is 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.

Our Statement of Values is available online on the [Mirboo North Primary School website](#).

### 3. Wellbeing and engagement strategies

Mirboo North Primary School has developed a range of strategies to promote engagement, an inclusive and safe environment, positive behaviour, and respectful relationships for all students in our school. We recognise the importance of student friendships and peer support in helping children and students feel safe and less isolated. 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.

#### ENGAGEMENT DEFINITIONS:

Student engagement can be defined as three interrelated components: behavioural, emotional and cognitive.

**Behavioural engagement:** refers to student's participation in education, including the academic, social and extracurricular activities of the school.

**Cognitive engagement:** relates to a students' investment in learning and their intrinsic motivation and self-regulation.

**Emotional engagement:** encompasses students' emotional reactions in the classroom and in the school: it often demonstrates a students' sense of belonging or connectedness to the school.

A summary of the universal (whole of school), targeted (year group specific) and individual engagement strategies used by our school is included below:

### **Universal**

#### **Mirboo North Primary School is a BeYou School.**

BeYou Primary is a mental health and wellbeing framework for primary schools and is proven to make a positive difference to the lives of Australian children.

At Mirboo North Primary School, we utilise the BeYou framework to provide the methods, tools and support to assist us to work with parents, carers, health services and the wider community, to nurture happy, balanced kids.

- BeYou: An action team (leaders/teachers/parents/community) meet to discuss and implement whole school preventative measures, twice per school term.
- PAThS – Social and Emotional Program taught directly to students in class each week as well as Self-Management Strategies. (Positive Alternative Thinking Strategies)
- PAThS student of the week.
- 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 and that embraces and celebrates diversity and empowers all students to participate and feel valued
- 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
- Teachers at Mirboo North Primary School use an agreed 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 Mirboo North 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 and School Philosophy](#) 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 year group meetings and Peer Support Groups. 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 and peer support programs
- All students are welcome to self-refer to the Student Wellbeing Coordinator, School Chaplain, 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
  - Mirboo North Primary School Bullying Prevention policy
  - Safe Schools
  - PAThS Program
  - Breakfast Club
  - *Chaplain Support*
- Programs, incursions and excursions developed to address issue specific needs or behaviour (i.e. anger management programs)
  - Life Skills
- Opportunities for student inclusion (i.e. sports teams, clubs, recess and lunchtime activities)
- Buddy programs, peers support programs
- Measures are in place to empower our school community to identify, report and address inappropriate and harmful behaviours such as racism, homophobia and other forms of discrimination or harassment.

### **Targeted**

- Each year group has a Year Group Leader, a senior teacher 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 in our school
- 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

## **Individual**

At Mirboo North Primary School the following individually targeted approaches take place in conjunction with parents/carers and other service providers.

- [Student Support Groups](#)
- [Individual Education Plans](#)
- [Behaviour - Students](#)
- [Behaviour Support Plans](#)
- [Student Support Services](#)

as well as to other Department programs and services such as:

- [Program for Students with Disabilities](#)
- [Mental health toolkit](#)
- [headspace](#)
- [Navigator](#)
- [LOOKOUT](#)

Mirboo North 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 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
- Engaging with our regional Koorie Engagement Support Officers
- Running regular Student Support Group meetings for all students:
  - with a disability
  - in Out of Home Care
  - with other complex needs that require ongoing support and monitoring
  - Celebrating successes

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

Mirboo North 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 help identify students in need of support and enhance student wellbeing. Mirboo North 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
- 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.

Everyone within our school community must be aware that their actions have consequences and that they, as individuals, are at all times responsible for their own behaviour and choices.

At Mirboo North Primary School, we believe in a positive and proactive approach to student behaviour with the intent to develop a school climate where personal responsibility and self-discipline are developed and acknowledged. For this reason, we have developed a set of both Rights and Responsibilities for each member of our school community.

The MIRBOO NORTH PRIMARY SCHOOL Rights and Responsibilities have been agreed on by our students, parents and teachers and have been developed in consideration of the following Acts:

- Equal Opportunity Act 1995
- Charter of Human Rights and Responsibilities Act 2006
- Disability and Discrimination Act 1992
- Education and Training Reform Act 2006

### **Students have the right to:**

- **To learn:** participate fully in their education, learn in an environment free from bullying, harassment, violence, racism, discrimination or intimidation
- **To be respected:** express their ideas, feelings and concerns.
- **To be safe:** feel safe, secure and happy at school

### **Students have the responsibility to:**

- to work to our personal best while allowing others to do the same
- to treat others with kindness and respect
- to maintain a safe and secure environment by modelling school values and responsibilities
- display positive behaviours that demonstrate respect for themselves, their peers, their teachers and members of the school community



- participate fully in their educational program

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. Further information about raising a complaint or concern is available in our Complaints Policy.

## **6. Student behavioural expectations and management**

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. 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, Mirboo North 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 implement positive and non-punitive interventions to support student behaviour before considering disciplinary measures such as detention, 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
- withdrawal of privileges
- referral to the Principal / Assistant Principal
- restorative practices
- detentions
- 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 Mirboo North 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.

## **7. Engaging with families**

Mirboo North 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 homework 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 plans for students.

## **8. Evaluation**

Mirboo North 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, including attendance and absence data
- SOCS

Mirboo North 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
- Included as annual reference in school newsletter
- Made available in hard copy from school administration upon request

Our school will also ensure it follows the mandatory parent/carers 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 and Wellbeing Policy](#)
- [Bullying Prevention Policy](#)
- [Inclusion and Diversity Policy](#)
- [Statement of Values and School Philosophy](#)

## POLICY REVIEW AND APPROVAL

Policy last reviewed	July 2025
Consultation	School Council Policy Committee – June 2025 and School Council – July 2025
Approved by	Principal
Next scheduled review date	July 2027 - The mandatory review cycle for this policy is 2 years