

# Moree Public School

## Student Wellbeing

### A Summary of Policy



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## SECTION 1: SCHOOL PROFILE STATEMENT

Moree Public School (MPS) presents a caring and supportive teaching and learning environment. It provides many specialist facilities including a Special Education Unit, Opportunity Class, a well-resourced library, a state of the art computer room and video conferencing. In addition, the school offers a variety of educational programs that provide opportunities and challenges for all children. The staff is dedicated, highly qualified and proudly serve our school community.

Literacy, numeracy and technology are emphasised within learning programs whilst each child's intellectual, social, emotional, cultural and physical development are a major focus. As well as challenges in the classroom, programs designed to foster talent in the creative and performing arts and sport are features of the school.

MPS staff place strong emphasis on the positive recognition of student achievements and our focus on student well-being ensures fairness and safety for all students.

Well maintained, spacious and beautiful playgrounds, shade areas and sporting facilities further enrich the quality educational environment enjoyed by students of MPS.

We believe in a close relationship with all parents. When parents and teachers work together and communicate productively, our students will develop positive attitudes towards school and learning. Parents are most welcome to visit the school and participate in all of the school's activities.

## SECTION 2: OUR VALUES

INTEGRITY	Being consistently honest and trustworthy.
EXCELLENCE	Striving for the highest personal achievement in all aspects of schooling and individual and community action, work and life-long learning.
RESPECT	Having regard for yourself and others, lawful and just authority and diversity within Australian society and accepting the right of others to hold different or opposing views.
RESPONSIBILITY	Being accountable for your individual and community's actions towards yourself, others and the environment.
COOPERATION	Working together to achieve common goals, providing support to others and engaging in peaceful resolution of conflict.
PARTICIPATION	Being a proactive and productive individual and group member, having pride in and contributing to the social and economic wealth of the community and the nation.
CARE	Concern for the wellbeing of yourself and others, demonstrating empathy and acting with compassion.
FAIRNESS	Being committed to the principles of social justice and opposing prejudice, dishonesty and injustice.
DEMOCRACY	Accepting and promoting the rights, freedoms and responsibilities of being an Australian citizen.

## SECTION 3: CONNECT

### Anti-bullying

#### **Rationale:**

Schools exist in a society where incidents of bullying behaviour may occur. Preventing and responding to bullying behaviour in learning and working environments is a shared responsibility of all departmental staff, students, parents, caregivers and members of the wider school community.

Moree Public School seeks to create a happy and safe environment for all. The school rejects all forms of bullying. No student, employee, parent, caregiver or community member should experience bullying within the learning or working environments of the school.

Bullying is repeated incidents involving:

- a bigger/stronger and/or more powerful person on a smaller or weaker person; and
- a group of people on a single person

These might be:

- Verbal: the person is called names, put down, threatened.
- Physical: the person is hit, tripped, kicked or belongings are stolen or damaged.
- Social: the person is left out, ignored, or rumours are spread.
- Psychological: the person is stalked or given dirty looks.

#### **Actions:**

- Bullying behaviour is managed through the school discipline code.
- The development of appropriate interpersonal skills is taught through the *Cool at School* program.

#### **Responsibility**

##### **Staff Members:**

- will act as role models of caring and tolerant behaviour.
- will listen to student reports of bullying.
- will take steps to protect the victim from further harm.
- will act to stop the behaviour reoccurring.
- will document incidents of bullying and report it to stage leaders.

##### **Students:**

- will tell a teacher and give full details of the incident.
- will report incidents of bullying to a teacher, parent, responsible adult or peer.

##### **Parents**

- will listen sympathetically to reported bullying.
- will inform the school if bullying is suspected.
- will work with the school in seeking a solution.

##### **Links to department documents:**

<https://education.nsw.gov.au/policy-library/policies/bullying-preventing-and-responding-to-student-bullying-in-schools-policy>

## Review

The Anti-bullying policy and procedures will be reviewed every two years.

## School Uniforms

The school community agrees upon the Moree Public School uniform. All students are encouraged to identify with their school and wear correct uniform with pride.

The wearing of school uniforms by students will assist in:

- developing students' sense of belonging to the school community;
- providing an opportunity to build school spirit;
- enhancing the health and safety of students when involved in school activities;
- promoting a sense of inclusiveness, non-discrimination and equal opportunity;
- reinforcing the perception of the school as an ordered and safe environment;
- increasing the personal safety of students and staff by allowing easier recognition of visitors and potential intruders in the school;
- promoting positive community perceptions of public education; and
- making school clothing more affordable for families by eliminating the risk of peer pressure to wear transiently fashionable and expensive clothes.

All students are encouraged to identify with their school and wear correct uniform. All clothing and equipment should be labelled. Summer uniforms are generally worn until the first week of May and winter uniforms until the end of Term 3.

<p><b>Winter Uniform</b></p> <p><u>Girls:</u> Blue gabardine, sleeveless pinafore with white shirt or skivvy, white socks or navy stockings and black shoes, or school slacks or tracksuit, plain navy jumper.</p> <p><u>Boys:</u> Grey trousers, blue shirt, grey socks, black shoes, navy jumper or school tracksuit.</p>	<p><b>Summer Uniform</b></p> <p><u>Girls:</u> Blue check, princess style dress with a small capped sleeves/shoulder and white Peter Pan collar, zip in back and side pocket. Alternatively, navy shorts and check top may be worn. White socks and black shoes or brown sandals for footwear.</p> <p><u>Boys:</u> Blue shirt, grey shorts, grey socks, black shoes.</p> <p><b>Sports Uniform – Worn Friday</b></p> <p><u>Girls:</u> Navy blue sports shorts, white socks, school sports shirt with MPS monogram.</p> <p><u>Boys:</u> Navy blue sports shorts, white socks, school sports shirt with MPS monogram.</p>
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### Links to department documents:

School uniform policy - <https://education.nsw.gov.au/policy-library/policies/school-uniform-policy>

**Review:** This policy is reviewed every two years.

## **Student Leadership**

Moree Public School provides opportunities for meaningful student participation and leadership, including student voice and decision making.

Active participation in schooling helps young people find their voices, participate in decision-making and understand their rights and responsibilities as responsible citizens. It assists students to have a real impact on their learning and school environment and prepares them to participate meaningfully in their community.

The school provides inclusive student leadership opportunities within the classroom, school and wider community through:

- A Student Representative Council
- Peer Mediators Program
- School Prefects
- School Captains
- Sporting House Captains
- Kitchen Garden Helpers

The school also provides opportunities for all students to actively contribute to the school and their community through mentoring and volunteering.

The development of leadership skills is fostered through:

- teaching and learning activities as part of the Cool at School program; and
- targeted learning opportunities such as GRIP Leadership, the City Country Alliance Leadership Summit

### **Review:**

The Student Leadership policy and procedures will be reviewed every two years.

## **School Attendance**

The Moree Public School community believes that regular attendance at school for every student is essential if students are to achieve their potential, and increase their career and life options. Our school accepts its responsibility for promoting the regular attendance of students in partnership with parents.

Our school provides a caring teaching and learning environment, which addresses the learning and support needs of all students.

School staff are responsible for:

- promoting regular attendance at school;
- maintaining an attendance register;
- following up student absences; and
- informing parents of attendance requirements and the consequences of unsatisfactory attendance.

Students are responsible for:

- attending every day the school is open to students; and
- arriving on time and ready to learn.

Parents are responsible for:

- ensuring students attend school each day;
- providing an explanation in the event of their child's non-attendance;
- ensuring students arrive on time and ready to learn; and
- ensuring enrolment details are correct and up to date.

**Links to department documents:**

- **Attendance policy:** <https://education.nsw.gov.au/policy-library/policies/school-attendance-policy>
- **Attendance procedures:** <https://education.nsw.gov.au/policy-library/associated-documents/Student-Attendance-in-Government-Schools-Procedures-2015-word-version.docx.docx>

**Review:** The Attendance policy and procedures will be reviewed every two years.

## SECTION 4: SUCCEED

### Student Behaviour and Discipline

Moree Public School is committed to providing a safe, supportive and responsive learning environment for everyone. School practices foster student learning and engagement. The school discipline code recognises and reinforces appropriate student behaviour while setting clear boundaries and processes for managing inappropriate behaviour in a fair and consistent manner. We teach and model the behaviours we value in our students.

Students are expected to:

- respect other students, their teachers and school staff and community members.
- follow school and class rules and follow the directions of their teachers.
- strive for the highest standards in learning.
- respect all members of the school community and show courtesy to all students, teachers and community members.
- resolve conflict respectfully, calmly and fairly.

Schools take strong action in response to behaviour that is detrimental to self or others or to the achievement of high quality teaching and learning.

Staff are expected to:

- recognise and reinforce appropriate student behaviour.
- follow up on inappropriate student behaviour.
- model appropriate behaviour at all times.

Parents are expected to:

- work with the school to ensure their child behaves appropriately.

#### **Links to department documents:**

Student Discipline in Government Schools: <https://education.nsw.gov.au/policy-library/policies/student-discipline-in-government-schools-policy>

Behaviour Code for Students: <https://education.nsw.gov.au/policy-library/associated-documents/behaviourcode.pdf>

**Review:** The School Discipline Code will be reviewed every two years.



## **Protecting and Supporting Children and Young People (Child Protection)**

Moree Public School is required to provide a protective and supportive environment that ensures student safety, welfare and wellbeing is a top priority. The school has a responsibility to ensure all students are supported and to report risk of harm concerns about children and young people.

School staff are responsible for:

- ensuring they have participated in an initial child protection induction and an update every year;
- aware of the indicators of abuse and neglect of children and young people;
- aware of their obligations to advise the principal of concerns about the safety, welfare and wellbeing of children at school;
- being aware the mandatory obligation to report suspected risk of significant harm and the procedures to do so; and
- ensuring they have completed the Working With Children Check.

Our school supports children by:

- teaching protective behaviours through child protection lessons;
- providing a school counsellor; and
- informing students of their rights to be protected from abuse and of avenues of support if they have concerns about abuse.

Parents are responsible for:

- ensuring they have completed the Working With Children Check if they are volunteering for reading etc.

### **Links to department documents:**

- Protecting and supporting children and young people policy  
<https://education.nsw.gov.au/policy-library/policies/protecting-and-supporting-children-and-young-people-policy>
- Protecting and supporting children and young people procedures:  
[https://education.nsw.gov.au/policy-library/associated-documents/protecting\\_proced.pdf](https://education.nsw.gov.au/policy-library/associated-documents/protecting_proced.pdf)

**Review:** The Child Protection policy and procedures will be reviewed annually.

## **Out of Home Care**

Students in Statutory Out of Home Care (OOHC) include all school aged children and young people (CYP), enrolled or applying to enrol in a government school (or preschool), for whom the Minister of Family and Community Services (FACS) has sole or shared responsibility for residence and / or education.

A number of OOHC students are enrolled at Moree Public School. The school is committed to providing a positive learning environment for these students.

The school OOHC coordinator liaises with the teacher, caseworkers and student carers in the development of an Education Plan for each OOHC student.

The coordinator will maintain communication channels with carers and caseworkers to ensure that students are able to access and participate in the full range of school activities.

**Links to department documents:**

<https://education.nsw.gov.au/policy-library/policies/out-of-home-care-in-government-schools-policy?refid=285776>

**Review:** This policy is reviewed every two years.

## **LEARNING SUPPORT TEAM (LST)**

**Rationale:**

Students experiencing difficulties in learning and/or behaviour will have differing levels of educational need, which may require the provision of one or more educational support services over varying periods of time. Support for students experiencing difficulties will be provided using a planned approach which meets the needs of each student through the coordinated delivery of services.

**Actions:**

The learning support team focuses on addressing the learning needs of students. The team ensure that collaborative planning and programming occurs; that effective teaching strategies are in place; that available and appropriate school resources are being used; and that monitoring, assessing and reporting occurs.

The learning support team considers the type and level of support students with disabilities and learning difficulties require in order to address their curriculum, communication, social skills, mobility needs, personal care and safety. The team identifies and brings together key personnel within the school community who are most suitable to be involved in the delivery of the students learning program.

**Responsibility:**

The LST at Moree Public School:

- facilitates the integration of support services (LA, Integration, G&T, L3, TEN) across the school
- co-ordinates School Learning Support Officers (SLSOs) employed by the school to support students through the Learning and Support program
- ensures quality teaching and learning programs are provided for all students K-6
- provides support and guidance for teachers and their management of the diverse range of student needs
- where appropriate, provides support and guidance for parents in managing their child's learning
- prioritises counsellor referrals and referrals to specialist units e.g. support classes
- consults with other agencies for assistance where necessary e.g. speech therapist
- provides effective communication between key stakeholders
- identifies school strengths and weaknesses in standardised tests e.g. NAPLAN

**Links to department documents:**

<https://education.nsw.gov.au/teaching-and-learning/disability-learning-and-support/personalised-support-for-learning/roles-and-responsibilities#Learning1>

**Review:**

The Learning Support Team policy and practices are reviewed every two years.

**Supporting Students with a Disability**

Moree Public School is responsible for meeting the learning and support needs of students with disabilities. The school will assist students with disabilities to gain the knowledge, skills and understandings they need to successfully participate in all aspects of school life, as preparation for life after school. They will be provided with the same opportunities as others to take advantage of the range of educational programs available in the school.

The school learning and support team in conjunction with the classroom teacher play a key role in coordinating and planning support for students with a disability and additional learning needs closely following the Disability Discrimination Act 1992 and the Disability Standards of Education 2005. Parents are invited to be a part of the child's learning support team.

Children with a disability will have a learning plan which addresses the students academic and social needs.

The school offers a range of services to support students including:

- quality differentiated teaching in the classroom;
- assistance from a Learning and Support Teacher;
- application for Funding Support to provide additional teacher or School Learning Support Officer assistance; and
- placement in a support class for students with a disability.

**Links to department documents:**

People with Disabilities – Statement of Commitment <https://education.nsw.gov.au/policy-library/policies/people-with-disabilities-statement-of-commitment?refid=285776>

**Review:** This policy is reviewed every two years.

## SECTION 5: THRIVE

### Nutrition in Schools

Moree Public School promotes healthy eating and good nutrition. The health and wellbeing of students is relevant to their learning and is important to the school. Student health can be enhanced by quality learning and positive experiences at school.

The school implements a “crunch and sip” time in primary classes and “fruit break” in infants classes.

The school teaches children about healthy eating through the Personal Development, Health and Physical Education (PD/H/PE) programs.

Our school canteen implements the NSW Healthy School Canteen Strategy. This requires that the school canteen menu to comprise of at least three-quarters ‘everyday’ foods and no more than one-quarter ‘occasional’ foods. Packaged occasional foods are required to have a Health Star Rating of 3.5 or above.

#### **Links to department documents:**

- Nutrition in school policy <https://education.nsw.gov.au/policy-library/policies/nutrition-in-schools-policy>
- Healthy Schools Canteen <https://healthyschoolcanteens.nsw.gov.au/>

**Review:** This policy is reviewed every two years.

### Sun Safety for Students

Moree Public School believes that families, schools and communities share responsibility for the health, safety, welfare and wellbeing of children and young people in their care. The school community, including families, work together to take all reasonable actions to protect students from risks of harm that can be reasonably predicted due to ultraviolet radiation from the sun. The promotion of sun protection is managed as a health and safety issue, not a discipline issue.

All students are required to wear an approved protective hat in the sun. Students who do not wear an approved hat must play in the shade, usually under the COLA. Sunscreen lotion will be available for student use during sport or play periods.

All staff are to be encouraged to model effective sun protection procedures such as wearing hats, using sunscreen and seeking shade.

Teaching and learning about the need for sun protection is included in class programs. Staff will be given the opportunity to participate in relevant professional learning opportunities as they arise.

Students are responsible for:

- wearing a hat when out in the sun.
- playing in the shade if they do not have a hat.

Staff are responsible for:

- teaching students about sun safety through the PDHPE program and through incidental learning.
- reminding students to wear a hat in the sun or direct them to the shaded area if they do not have a hat.
- reminding students to drink water on hot days.

Parents are responsible for:

- supporting school sun safe practices by providing a hat for their child.

**Links to department documents:**

- Sun safety for students guidelines <https://education.nsw.gov.au/student-wellbeing/health-and-physical-care/sun-safety>
- Supporting student during hot weather <https://education.nsw.gov.au/student-wellbeing/health-and-physical-care/hot-weather>

**Review:** This policy is reviewed every two years.

## **Student Health**

Moree Public School seeks to provide opportunities for students to develop the knowledge, skills and understandings to support them in managing their own health.

The school actively promotes the healthy development of students through:

- implementation of school programs and practices that protect and promote health and safety including the PDHPE syllabus and Life Education.
- the development of health care plans to support individual students in need.
- The provision of first aid and temporary care of students who become unwell or who have an accident at school.

**School is responsible for:**

- working collaboratively with parents to develop and implement a health care plan for those students identified with health care needs.
- assisting with the administration of prescribed medication or health care procedures during school hours where this support cannot reasonably be undertaken by parents or others outside school hours.

**Parents are responsible for:**

- working with the school to develop a health care plan
- keeping the school informed of any changes to student needs or medications etc.

**Links to department documents:**

Student Health in NSW Public Schools: A summary and consolidation of policy -

<https://education.nsw.gov.au/policy-library/policies/student-health-in-nsw-public-schools-a-summary-and-consolidation-of-policy>

## **Drug Education**

Moree Public School has an obligation to teach all students about being responsible around drugs and alcohol. Each year this is achieved by teaching students about mandatory drug education through the PDHPE key learning area and participating in the Life Education program.

Issues related to specific drugs are outlined below.

### **Illegal drugs**

- Involvement or supply of illegal substances by students will be dealt with under the school discipline code including suspension and notification to police.
- Principal to report all incidences to the School Safety and Response Hotline on 1300 363 778

### **Alcohol**

- No alcohol is to be consumed or brought into school grounds during school hours by anyone
- Consumption of alcohol not permitted at school events when school students are present

### **Tobacco**

- Smoking on school premises is prohibited

### **Over-the-counter medication/ Misuse of inhalants**

- Issue to be managed by the principal as a student welfare and health issue

## **Responsibilities**

### **Principal**

- To ensure that:
  - drug education is integrated into the PDHPE programs across the school;
  - departmental policy and procedures for managing drug related incidences are implemented where required;
  - the school rules and consequences about the use of drugs are known by students, parents and staff; and
  - that the departmental policy about tobacco and alcohol use is made known to the school community.

### **School Staff**

- Support the implementation of policy;
- inform the principal of any students suspected to be involved in drug related behaviours; and
- be aware of how to manage and control incidences that involve drugs and the welfare needs of all students.

### **Links to department documents:**

Drugs in schools policy - <https://education.nsw.gov.au/policy-library/policies/drugs-in-schools-policy?refid=285776>

**Review:** This policy is reviewed every two years.

## **Road Safety Education**

Moree Public Schools seeks to empower children to be safe road users. To achieve this road safety education programs are taught in each stage of learning as part of Personal Development, Health & Physical Education (PDHPE).

The school staff are responsible for:

- ensuring that road safety is taught as part of PDHPE;
- reminding students of appropriate safe behaviours including using pedestrian crossings and wearing bicycle helmets where required; and
- taking reasonable measures to protect students against risk of injury or harm which should have reasonably been foreseen by providing close supervision.

Parents are expected to:

- cooperate with the school and other government agencies on issues relating to road safety.

Students are expected to:

- co-operate with staff in managing safety; and
- develop the understandings and skills needed to progressively manage their own safety.

### **Links to department documents:**

- Road Safety policy - <https://education.nsw.gov.au/policy-library/policies/road-safety-education-driver-education-and-training-policy>
- Road Safety website - <https://education.nsw.gov.au/teaching-and-learning/curriculum/learning-across-the-curriculum/road-safety-education>

**Review:** This policy is reviewed every two years.