



Student well-being is an integral part in all aspects of school life and hinges on our understanding of how students learn best in a well-supported and positive environment. The Student Discipline & Student Well-Being Policy, relates to the way our students engage with their learning, as well as the way our student's behaviour is managed. Our behaviour systems are implemented within the theory of the Positive Behaviour for Learning (PBL) framework, which has been implemented at Werrington Public School to ensure that these positive environments are evident across the school. Our PBL program aims to have clearly defined expectations, recognition and behaviour management processes to allow students to be best supported as individuals.

### **Contextual Statement**

#### **Student Welfare at Werrington Public School:**

- Encompasses everything the school community does to meet the personal, social and learning needs of students
- Creates a safe, caring school environment in which students are nurtured as they learn
- Is achieved through the total school curriculum and the way it is delivered
- Incorporates effective discipline
- Incorporates preventive health and social skills programs
- Stresses the value of collaborative early intervention when problems are identified
- Provides ongoing educational services to support students
- Recognises the diversity within the school community and provides programs and support which acknowledges differences and promotes harmony
- Recognises the role that the school plays as a resource to link families with community support services
- Provides opportunities for students to:
  - enjoy success and recognition
  - make a useful contribution to the life of the school
  - derive enjoyment from their learning

Werrington Public School provides effective learning and teaching within a secure, well-managed environment, in partnership with parents and the wider school community. The objectives and outcomes that follow therefore relate to:

- Effective learning and teaching
- Positive climate and good discipline
- Community participation

Our Student Discipline & Well-Being Policy is supported by the Werrington Public School Anti-bullying plan and is underpinned by the Department of Education and Communities' policies. The name of these relevant policies and their web-links are detailed below:

Bullying: Preventing and Responding to Student Bullying in Schools Policy

[https://www.det.nsw.edu.au/policies/student\\_serv/discipline/bullying/PD20100415.shtml?level=](https://www.det.nsw.edu.au/policies/student_serv/discipline/bullying/PD20100415.shtml?level=)

Student Discipline in Government Schools Policy

[https://www.det.nsw.edu.au/policies/student\\_serv/discipline/stu\\_discip\\_gov/PD20060316.shtml?level=Schools](https://www.det.nsw.edu.au/policies/student_serv/discipline/stu_discip_gov/PD20060316.shtml?level=Schools)

Student Welfare Policy

[https://www.det.nsw.edu.au/policies/student\\_serv/student\\_welfare/stude\\_welf/PD20020052.shtml](https://www.det.nsw.edu.au/policies/student_serv/student_welfare/stude_welf/PD20020052.shtml)

## Rights and Responsibilities

### Student Rights and Responsibilities

Student Rights	Student Responsibilities
<ul style="list-style-type: none"> <li>• Receive quality education</li> <li>• Be treated with dignity</li> <li>• Be able to learn</li> <li>• Work in a safe, healthy environment both in and out of the classroom - free from bullying and intimidation</li> <li>• Be able to have and display their own opinions, values and beliefs</li> </ul>	<ul style="list-style-type: none"> <li>• Be prepared to learn</li> <li>• Respect the opinions, values and beliefs of others</li> <li>• Allow other students to learn</li> <li>• Be honest and truthful</li> <li>• Report any unsafe/unacceptable behaviours</li> <li>• Use respectful language and polite manners</li> </ul>

### Teacher Rights and Responsibilities

Teacher Rights	Teacher Responsibilities
<ul style="list-style-type: none"> <li>• Teach in a climate free from disruption and where teaching/learning is respected</li> <li>• Be respected as a professional and as an individual</li> <li>• Expect behaviour that contributes to a positive class atmosphere</li> <li>• Have time to work with students as individuals</li> <li>• Receive support from the school community</li> <li>• Be treated with respect and dignity</li> </ul>	<ul style="list-style-type: none"> <li>• They are familiar with all school policies and documents related to student well-being</li> <li>• Contribute to the provision of a caring, well-managed, safe environment for all students, staff and parents</li> <li>• Involve parents and the community in programs within the school</li> <li>• Act in accordance with the school's PBL framework and encourage free and frequent, positive rewards for students.</li> </ul>

Principal Responsibilities	Learning Support Team Responsibilities
<ul style="list-style-type: none"> <li>• Ensure that a commitment to student welfare underpins all the policies and activities of the school</li> <li>• Ensure that the school community reviews policies and practices related to student welfare</li> <li>• Ensure that student welfare is regularly reviewed using appropriate planning processes</li> <li>• Ensure that the school's Well-Being Policy is regularly reviewed</li> </ul>	<ul style="list-style-type: none"> <li>• Develop effective mechanisms for integrating behaviour management, conflict resolution and support for students experiencing difficulties.</li> <li>• Support staff in dealing with student progress and welfare</li> <li>• Assist in the utilisation of support services for learning and behaviour development</li> </ul>

### Community Rights and Responsibilities

Parent Rights	Parent Responsibilities
<ul style="list-style-type: none"> <li>• Be involved in their child's education</li> <li>• Talk to teachers and staff members about their child through the appropriate channels e.g. book a time for a meeting</li> <li>• Be informed of issues related to the learning, social or behavioural development of their child</li> <li>• Be informed of upcoming events in the school that they can be involved in</li> </ul>	<ul style="list-style-type: none"> <li>• Follow the <i>Parents and Visitors Code of Conduct</i></li> <li>• Participate in the learning of their children and the life of the school, including reviews of student welfare practices and the PBL expectations</li> <li>• Share responsibility for shaping their children's understanding about acceptable/behaviour</li> <li>• Work with teachers to establish fair and reasonable expectations of the school</li> </ul>

## **Werrington Public School Core Values and Expectations**

Werrington Public School has developed a series of core values and expectations which apply to all settings across the school. These expectations play an important role in the structure and functionality of this Student-Well Being Policy. They underpin the interactions between our students, their teachers and the wider school community in an aim to guide our students in the development of positive and acceptable behaviours and attitudes.

### **Strategies to Promote Student Welfare**

#### **Effective Learning and Teaching**

- Encouraging students to take responsibility for their own behaviour
- Identifying and catering for the individual learning needs of students
- Establishing well-managed teaching and learning environments
- Providing students and parents with frequent opportunities for feedback

#### **Positive Climate and Good Discipline**

- Providing students with opportunities to demonstrate success in a wide range of activities
- Establishing clear school rules which are known and understood by all school community members.
- Developing and implementing policies and procedures to protect the rights, safety and health of all school community members
- Monitoring attendance and supporting all children attend school regularly
- Providing opportunities for all students to be involved in positive relationships and develop skills related to social responsibility, problem solving and dispute resolution
- Providing many opportunities for student leadership

#### **Community Participation**

- Acknowledging parents as partners in school education
- Encouraging parent and community members to participate actively in the education of young people and in the life of the school
- Assisting families to gain access to support service within the community
- Recognising students' families, cultures, languages and life experiences

## Positive Behaviour for Learning School Purpose

As a member of Werrington Public School, students will be safe in the way they behave, respectful in the way they act towards others and a learner by having the right attitude. Wherever they are at school, our students will strive to be Werrington Wise. The following expected behaviours have been taught explicitly to the students and are displayed appropriately around the school. These expectations form the core of our school discipline code.

### Positive Behaviour for Learning School-wide Expectations: Werrington Wise Rules

Setting	Be Safe	Be Respectful	Be A Learner
<b>All Settings</b>	<ul style="list-style-type: none"> <li>Keep hands and feet to yourself</li> <li>Move safely and sensibly</li> <li>Wear the school uniform</li> <li>Be in the right place</li> </ul>	<ul style="list-style-type: none"> <li>Be well mannered and speak politely</li> <li>Take care of our school and the things in it</li> <li>Listen to and follow adult instructions</li> <li>Take pride in your appearance</li> </ul>	<ul style="list-style-type: none"> <li>Be a responsible student</li> <li>Participate in all activities</li> <li>Do your best</li> <li>Be prepared</li> </ul>
<b>Assembly and Hall</b>	<ul style="list-style-type: none"> <li>Stay in lines as you enter and leave</li> <li>Sit sensibly in your own place</li> <li>Keep hands and feet to yourself</li> </ul>	<ul style="list-style-type: none"> <li>Stand to attention during the national anthem</li> <li>Listen to and follow adult instructions</li> <li>Take pride in all achievements</li> </ul>	<ul style="list-style-type: none"> <li>Follow the five Is legs, lips, lap, look and listen</li> <li>Participate and do your best</li> <li>Give your full attention</li> </ul>
<b>Front Office</b>	<ul style="list-style-type: none"> <li>Walk when in the office</li> <li>Be in the right place</li> <li>Enter and exit carefully</li> </ul>	<ul style="list-style-type: none"> <li>Be well mannered and speak politely</li> <li>Wait quietly</li> <li>Be considerate of others</li> </ul>	<ul style="list-style-type: none"> <li>Have a reason to be in the office</li> <li>Have notes and money ready</li> <li>Wear your lanyard</li> </ul>
<b>Basketball Court</b>	<ul style="list-style-type: none"> <li>Use correct equipment at the right time</li> <li>Wear your school hat</li> <li>Spectators stand to the side</li> </ul>	<ul style="list-style-type: none"> <li>Consider other's games and activities</li> <li>Put rubbish in the bin</li> <li>Take turns and play fairly</li> </ul>	<ul style="list-style-type: none"> <li>Encourage others to join in</li> <li>Set and follow rules for games</li> <li>Follow the bell times</li> </ul>
<b>Bubblers</b>	<ul style="list-style-type: none"> <li>Use for the right purpose</li> <li>Wait behind the line</li> <li>Keep hands and feet to yourself</li> </ul>	<ul style="list-style-type: none"> <li>Be considerate of others</li> <li>Use appropriate language</li> <li>Turn bubblers off</li> </ul>	<ul style="list-style-type: none"> <li>Wait your turn</li> <li>Use at the right time</li> <li>Be sensible</li> </ul>
<b>Bus Lines</b>	<ul style="list-style-type: none"> <li>Sit on the seats sensibly</li> <li>Wait for the teacher's instructions when the bus arrives</li> <li>Stop at the yellow line</li> </ul>	<ul style="list-style-type: none"> <li>Listen to and follow the teacher's instructions</li> <li>Use manners and kinds words</li> <li>Consider others on the bus</li> </ul>	<ul style="list-style-type: none"> <li>Be prompt to bus lines</li> <li>Have your bus pass or money ready</li> <li>Go home promptly</li> </ul>
<b>Canteen</b>	<ul style="list-style-type: none"> <li>Be here at the right time</li> <li>Wait behind the yellow line</li> <li>Keep hands and feet to yourself</li> </ul>	<ul style="list-style-type: none"> <li>Be well mannered and speak politely</li> <li>Wait your turn</li> <li>follow instructions</li> </ul>	<ul style="list-style-type: none"> <li>Place orders between 8:40am and 9:10am</li> <li>Have your money or order ready</li> <li>Find a teacher if needed</li> </ul>
<b>COLAs</b>	<ul style="list-style-type: none"> <li>keep hands and feet to yourself</li> <li>be in the right place</li> <li>walk</li> <li>sit on the seats</li> </ul>	<ul style="list-style-type: none"> <li>be well mannered and speak politely</li> <li>listen to and follow adult instructions</li> <li>place rubbish in the bin</li> </ul>	<ul style="list-style-type: none"> <li>encourage others to join in</li> <li>sit to eat</li> <li>follow bell times</li> <li>play fairly</li> </ul>

<b>Computer Use</b>	<ul style="list-style-type: none"> <li>• Only access approved sites</li> <li>• Ask a teacher if you need assistance</li> <li>• Stay in your seat</li> </ul>	<ul style="list-style-type: none"> <li>• Take turns when appropriate</li> <li>• Keep noise to a minimum</li> <li>• Keep workstation tidy</li> </ul>	<ul style="list-style-type: none"> <li>• Log on and log off own account</li> <li>• Use sensibly</li> <li>• Stay on task</li> </ul>
<b>Library</b>	<ul style="list-style-type: none"> <li>• Be in the right place</li> <li>• Line up appropriately</li> <li>• Walk</li> </ul>	<ul style="list-style-type: none"> <li>• Listen to and follow adult instructions</li> <li>• Use a quiet voice</li> <li>• - treat books and equipment appropriately</li> </ul>	<ul style="list-style-type: none"> <li>• Use your time wisely</li> <li>• Bring your library bag</li> <li>• Borrow and return books</li> </ul>
<b>Lining Up</b>	<ul style="list-style-type: none"> <li>• Respond to bell and walk to lines</li> <li>• Hold your equipment still</li> <li>• Line up appropriately (as your teacher expects)</li> </ul>	<ul style="list-style-type: none"> <li>• Place bag in the right spot</li> <li>• Be well mannered and speak politely</li> <li>• Be considerate of others</li> </ul>	<ul style="list-style-type: none"> <li>• Stay in your own class line</li> <li>• Look after belongings</li> <li>• Be sensible</li> </ul>
<b>Active Play Areas</b>	<ul style="list-style-type: none"> <li>• Ball games on the astro and oval</li> <li>• Quiet games on other grassed areas</li> <li>• Stay in bounds</li> <li>• Wear your full school uniform</li> </ul>	<ul style="list-style-type: none"> <li>• Be well mannered and speak politely</li> <li>• Share and play fairly</li> <li>• Place rubbish in the bin</li> </ul>	<ul style="list-style-type: none"> <li>• Find the teacher if required</li> <li>• Follow the bell times</li> <li>• Use equipment appropriately</li> </ul>
<b>C Block and Stairs</b>	<ul style="list-style-type: none"> <li>• Walk up and down stairs</li> <li>• Stay in bounds</li> <li>• Carry equipment carefully</li> </ul>	<ul style="list-style-type: none"> <li>• Be considerate of others</li> <li>• listen to and follow adult instructions</li> </ul>	<ul style="list-style-type: none"> <li>• Move through if nothing to do</li> <li>• Move quietly</li> <li>• Keep left</li> </ul>
<b>To and From School</b>	<ul style="list-style-type: none"> <li>• Walk safely and directly to and from school</li> <li>• Use correct gates</li> <li>• Once you have arrived – stay in bounds</li> </ul>	<ul style="list-style-type: none"> <li>• Take pride in your school</li> <li>• Be considerate of others</li> <li>• Be well mannered and speak politely</li> </ul>	<ul style="list-style-type: none"> <li>• Wear your helmet for bikes and scooters</li> <li>• Avoid strangers</li> <li>• Follow road and pedestrian rules</li> </ul>
<b>Toilets</b>	<ul style="list-style-type: none"> <li>• Use for the right purpose</li> <li>• Use resources appropriately</li> <li>• Finish food before entering toilets</li> </ul>	<ul style="list-style-type: none"> <li>• Keep the toilets clean</li> <li>• Consider other’s privacy</li> <li>• Be water wise</li> </ul>	<ul style="list-style-type: none"> <li>• Use your breaks to use the toilets</li> <li>• Leave immediately after use</li> <li>• Report problems</li> </ul>
<b>Passive Play</b>	<ul style="list-style-type: none"> <li>• Sit on seats to eat and drink</li> <li>• Only walk in this area</li> <li>• Use toys and equipment for the right purpose</li> </ul>	<ul style="list-style-type: none"> <li>• Take care of toys and equipment</li> <li>• Listen to and follow adult instructions</li> <li>• Be well mannered and use nice words</li> </ul>	<ul style="list-style-type: none"> <li>• Share toys and equipment with others</li> <li>• Take turns and play fairly</li> <li>• Pack up carefully</li> </ul>
<b>Learning Centre</b>	<ul style="list-style-type: none"> <li>• Walk</li> <li>• Be in the right place</li> <li>• Use equipment correctly</li> </ul>	<ul style="list-style-type: none"> <li>• Use a quiet voice</li> <li>• Follow instructions</li> <li>• Be well mannered</li> </ul>	<ul style="list-style-type: none"> <li>• Be ready to learn</li> <li>• Try your best</li> <li>• Never give up</li> </ul>
<b>Classroom</b>	<ul style="list-style-type: none"> <li>• Use the lanyard to leave the classroom</li> </ul>	<ul style="list-style-type: none"> <li>• Use respectful language to everyone</li> </ul>	<ul style="list-style-type: none"> <li>• Allow others to get their work done</li> </ul>
<p>Teachers draw from the school-wide expectations when collaborating with students to determine additional class rules. These rules form part of the expected rules for students in that class.</p>			

## Student Welfare Processes

One of the key teams related to student well-being is our Learning Support Team (LST), who addresses the learning and behaviour needs of students. The team is made up of the Principal, the School Counsellor, the Assistant Principal welfare, the Learning and Support Teachers and additional Support Teachers. Their role is to work with staff members, as well as parents and carers, to advise and make recommendations regarding student learning and behaviour.

Classroom teachers are encouraged to make referrals to the LST, and the LST team will then recommend strategies to support the child. Reviews are conducted on a regular basis.

## Positive Behaviour for Learning Team

Our Positive Behaviour for Learning (PBL) team addresses not only the behavioural needs, but also the learning needs of all students and aims to achieve universal systems, procedures and expectations across the school. The team is made up of a mix of staff members, including the Principal, members of the school executive, members of the LST and classroom teachers. The purpose of this is to have a range of decision makers on the team that best represent the school as a whole and that can adhere to the needs of the entire school. The PBL team promotes a sense of shared responsibility for learning where teachers, students and parents work together to ensure the best possible outcomes for our children.

The PBL team encourages all students to demonstrate characteristics of a “Werrington Wise” person. We believe the recognition of student achievement plays a vital role in the development of an effective learning environment, and subsequently, we promote students to be rewarded free and frequently with our Owl award system.

Whilst the PBL team’s primary goal is to promote a positive setting for learning behaviour, we are also understanding of the need to have procedures in place to ensure that unacceptable behaviour is handled effectively and fairly.

## Student Support Network

There are a number of support networks and personnel available for the benefit of the school and community.

### Within the School

- Principal
- School Executive
- Learning Support Team
- Learning and Support Teachers
- English as an Additional Language/Dialect (EAL/D) Teachers
- Aboriginal Education Team
- Classroom Teachers
- School Counsellors
- School Learning Support Officers
- Office Staff
- Student Leaders
- Parents
- Anti-Racism Officer
- Complaints Handling Officer

### Outside of the School

- Family and Community Services
- Stewart house
- Community Nurse
- Non-Government Agencies

### District Support

- Student Welfare Consultants
- Home School Liaison Officer
- District Guidance Officer
- Learning and Support Team AP
- Community Liaison Officer
- Aboriginal Community Liaison Officer

## Positive Recognition

At Werrington Public School, we treat each child as an individual, recognising that each student has different individual learning needs. Our systems and universal practices for positive recognition are flexible, with staff using a range of awards and rewards to acknowledge desirable behaviour.

Positive recognition includes:

- Our school wide award system (**detailed on the following page**)
- Class prize draws
- Playground ice-blocks
- OWL awards
- Class merit cards
- Assistant principal awards
- Principal's awards
- Bronze awards
- Gold awards
- Silver awards
- Diamond awards
- Class awards at the end-of-year presentation assembly
- Token draws at weekly Werrington Wise assemblies
- Token draws at Werrington Wise Award Assemblies
- House points
- Attendance awards

## Privilege Days

In addition to the above recognition, privilege day activities are held twice each term to recognise students who consistently follow the following Werrington Wise Rules across all settings:

- Be Safe: Keep your hands and feet to yourself; Move safely and sensibly
- Be Respectful: Be well-mannered and speak politely; Listen to and follow adults' instructions
- Be a Learner: Allow the teacher to teach; Allow others to learn

Students who are not invited to attend privilege day participate in regular class lessons



# Werrington Wise Award System



What do I need?	How do I submit my awards?	What award will I receive?	When will I get my award?	What else do I need to know?
<b>Ten Owl Awards</b>	Owl awards are kept in the classroom and handed to the classroom teacher for a merit card. You may then take your Owl Awards home.	Merit card	In class	In addition to a merit card, you will also receive a token to put in our barrel in the office for a chance to win a prize at the weekly Werrington Wise assembly and the end of term Werrington Wise Award assembly. You will also earn 10 points for your house.
<b>Three Merit Cards</b>	Kept at home and returned to the <u>class teacher</u> when 3 are collected	Assistant Principal Award	Regular Infants or Primary assembly each fortnight	Don't forget to let your parents know if you are going to be getting an award at the primary or infants assembly.
<b>Three Assistant Principal Awards</b>	Kept at home and returned to the <u>school office</u> when 3 are collected	Principal's Award	Werrington Wise Award assembly	Parents are notified in writing if their child is receiving an award at the Werrington Wise Award assemblies, held at the end of each term.
<b>Three Principal's Awards</b>	Kept at home and returned to the <u>school office</u> when 3 are collected	Bronze Award and Bronze Medallion		
<b>One Bronze Award and 2 Principal's awards</b>	Kept at home and returned to the <u>school office</u> when 4 are collected	Silver Award and Silver Medallion		
<b>One Silver Award and 2 Principal's awards</b>	Kept at home and returned to the <u>school office</u> when 6 are collected	Gold Award and Gold Medallion		
<b>When you have received a Gold Medallion, you start again from the beginning of the award system</b>				
<b>Two Gold Awards</b>	Kept at home and returned to the <u>school office</u> when 2 are collected	Diamond Award, Diamond Medallion and book voucher	End of Year Presentation Day assemblies	You will be notified in writing if your child is receiving an award at these assemblies.

## Behaviour Management

Students who are in breach of the expected behaviour for our school may have this breach recorded via our behaviour management system. This system includes minor incident tracking through the playground grids or classroom grids, including the visiting teacher grids. It also includes major incident tracking through our yellow referral slips. The classroom management system is also detailed on the following page.

All recorded inappropriate behaviours are tracked through our record keeping logs and referrals and grids collated and filed. These behaviours are categorised as either minor or major incidences.

Examples of minor incidents are outlined below:

- Not wearing a hat in active play
- Non-completion of classwork
- Calling out in class
- Picking up sticks in the playground
- General low-level rough play in the playground
- Eating in the wrong place
- Small student verbal disagreements
- Inappropriate language
- Leaving seat without permission
- Other low-level behaviours

Examples of major incidents are outlined below:

- Physical violence and aggression
- Aggressive and threatening behaviour
- Persistent disobedience
- Direct, inappropriate language
- Non-compliant behaviour
- Inappropriate language directed at a staff member or parent
- Leaving the classroom without permission
- Disrupting the learning of others
- Deliberately damaging school property
- Other higher-level behaviours

## Consequences

If a student is in breach of our expected rules, a consequence will be issued, depending on the nature and severity of the incident and also depending on the circumstances and age of the individual student. Consequences may include:

- Verbal warnings
- Playground withdrawal/restrictions
- Detention
- Reparation (eg. repair or replace broken item; clean up the area that has been affected)
- Referral to Principal
- Formal caution or suspension (in keeping with the suspension and expulsion procedures)

## Werrington Wise Classroom Discipline Flowchart

