



## ELTHAM HIGH SCHOOL

### POLICY DOCUMENT

### *Student Engagement Policy*

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#### INTRODUCTION

Eltham High School is committed to providing a strong foundation for students learning through a whole-school approach to student engagement and wellbeing. Student engagement, well-being, welfare and discipline issues are the collective responsibility of all members of the school community, who work together to ensure that the school is a harmonious and worthwhile place to be, where rights are respected and students are supported and encouraged to strive for excellence. Rights can only be enjoyed when they are protected by the responsibility of the whole school community. Responsibilities are expressed in a range of forms, including the provision of a code of conduct that state the rules which ensure rights are being protected, and indicates reasonable expectations of behaviour in the school community.

#### PHILOSOPHY

The Student Engagement Policy is underpinned by the school's Purpose Statement: *At Eltham High School each person feels safe to be themselves and are challenged to think critically, to work in teams, show leadership and achieve success along many pathways.* It embodies a long tradition at the school of an inclusive environment, and the valuing of individuality. The development of self-discipline and social responsibility is a primary aim of the policy. It is based on the following principles:

- Individuals will be valued and respected, treated with courtesy and without discrimination.
- The school will be a supportive, safe and stimulating learning environment.
- School decision-making processes will be collaborative and foster co-operation.
- The rights and responsibilities of all members of the school community will be made clear and honoured.

#### POLICY STATEMENT

Taking the above into consideration, the general welfare of the students will be considered a whole school concern. The school will support the students' wellbeing and engagement by considering the individual needs of students when planning curriculum, and in its implementation. The school will actively promote students' physical and mental wellbeing by providing an environment which is safe, non-threatening and free from discrimination. The school will sustain the well-being of students through the provision of a Student Services Team, as well as three well-resourced sub-school coordination teams which will provide support for the pastoral care, academic progress, and access to extra and co-curricular opportunities of all students.

Eltham High School prohibits corporal punishment.

#### GUIDELINES FOR IMPLEMENTING THE POLICY (Refer to Appendix 1)

- The Assistant Principal (School Community Wellbeing and Support) will coordinate the whole school approach to student engagement and well-being, and will be responsible for coordination the development and review of the

Student Engagement Policy, the Rights and Responsibilities Codes for Staff, parents and students, and the Student Code of Conduct.

- The Principal, Assistant Principal, Sub-school Team Leaders and level coordinators will implement the policy and the code of conduct in a fair and equitable way. The responsibility of discretion sits with the principal who will consult as appropriate.
- Sub-school Team Leaders and level coordinators will ensure that students are cared for in the sub-school and welfare structure which to support in each student a sense of belonging and the confidence to be themselves.
- The Student Services Team will provide support for the welfare of individual students, programs as appropriate, and coordinate the resources and services from the community for students, families and the school.
- All staff will encourage students to accept responsibility for their wellbeing, actions, and learning. The staff is expected to provide a curriculum which engages students, and to act with care and compassion in working with students.
- The school will actively support the maintenance of a harmonious environment through the provision of welfare resources, both within the school and through referral to other agencies.
- The school will provide clear processes to enable school-related problems to be resolved constructively with appropriate support and with a partnership of parents, students and staff.
- When the school is aware of individual student welfare issues, or inappropriate behaviours or attendance issues it will ensure, in consultation with the student, that parents are proactively engaged in matters relating to their child.
- Referrals regarding students by staff members about whom they have concerns will be made to one or more of the following: the Level Coordinators, the Student Services Team, the Assistant Principals and/or Principal, the First-Aid Attendant. Personnel from these roles may refer on to the Educational Psychologists, the Careers/MIPS Coordinator, the student's mentor (if applicable), Faculty Coordinators, home group, subject teachers or to links to the local community and/or outside agencies.
- Discipline procedures of suspension and expulsion will be implemented in situations where all other measures of engagement deemed appropriate have been implemented without success or where an immediate suspension is the only appropriate course of action in response to the student's behaviour and the wellbeing or safety of the student or other members of the school community is at risk.
- Issues of a sensitive nature will be managed by the Principal of the school. School Council supports the Principal to manage sensitive issues.

#### **BASIS OF DISCRETION**

The School Council has responsibility for the establishment, evaluation and review of school policies. The School Principal has the responsibility to ensure that school policies are implemented effectively.

Minor changes to the policy (changes that will not affect the spirit of the policy) may be made at the discretion of the Principal.

The Policy Review and Evaluation process will recommend any major changes to the policy to School Council.

## **RELATED POLICIES AND DOCUMENTS**

### **Policies:**

Safe Connections Policy

Bullying Prevention Policy

### **Documents:**

Student Engagement and Inclusion Guidance

<http://www.education.vic.gov.au/school/principals/participation/Pages/studentengagementguidance.aspx>

School Attendance Guidelines

<http://www.education.vic.gov.au/school/principals/participation/Pages/attendance.aspx>

## **REVIEW**

This policy should be reviewed every 3 years.

Date Endorsed: 18/02/2015

Date Updated: 03/03/17

## **Executive Officer**

Eltham High School Council

CONSULTATION PROCESS AND WORKING PARTY INFORMATION:

This policy was written by: Fran Mullins

Consultation has taken place with the relevant group(s) in the following list:

Group	Consultation ✓
School Operations Committee	
Staff	
Students (randomly selected group)	
Parents (randomly selected group)	
Members of the Community	
Other (where relevant please specify)	
Planning and Policy Review Team of Council <b>(Mandatory)</b>	√
School Council <b>(Mandatory)</b>	

# PROCESS FOR POLICY DEVELOPMENT AND REVIEW

The Policy is developed or reviewed by the Policy Writer or Policy Writing Team using the agreed "Policy Template"

The policy is presented to the Planning and Policy Review Team

Relevant groups are consulted in relation to the policy by the Policy Writer / Policy Writing Team

Feedback is addresses by the Policy Writer /Policy Writing Team

The policy is re-presented to the Planning and Policy Review Team

Approved

The policy is presented to the School Council for endorsement

The policy is endorsed by the School Council

