

## OTHER KEY POLICIES - STUDENT WELLBEING/SAFETY

### St Lucy's Child Protection and wellbeing policies:

- Pastoral Care of Students
- Positive Behaviour Support, Anti bullying and Discipline

These policies provide processes by which St Lucy's seeks to provide a safe and supportive environment to support the mental, physical, social and emotional wellbeing of students. St Lucy's School, as a Catholic school, recognises that the Gospel values of love, compassion, reconciliation and justice foster an environment which caters to the needs of all members with student's needs being of primary focus. We recognise and respect the worth of every individual, helping all to achieve their full potential.

**The Pastoral Care of Students policy** outlines how St Lucy's provides Pastoral Care to each student with a view to providing each one with the fullest opportunity for personal, academic, social and spiritual growth. Pastoral care at St Lucy's underpins every aspect of the work undertaken with students and their families. As a Catholic School, in the Dominican tradition, St Lucy's has at its centre the school values. These values are modelled by our behaviour, expressed in our decisions, practised in our relationships and taught to the children.

The formation and well-being of each student is the responsibility of all staff members and it is recognised that collaborative and supportive team work is necessary to ensure the safety and well-being of each student. The role of family/carers is recognised as key in supporting and maintaining each student's well-being. St Lucy's staff work closely and collaboratively with the families of its students.

**Positive Behaviour Support, Anti bullying and Discipline Policies** The Positive Behaviour Support Policy outlines the key concepts and definitions of positive behaviour support. Positive Behaviour Support (PBS) at St Lucy's School is based on the Three-Tiered approach as described by the School-wide PBIS approach. With a student population predominantly comprising of students with mild to severe intellectual and developmental disabilities, Autism Spectrum Disorder, and associated communication difficulties, there is an increased likelihood of challenging behaviours. At St Lucy's, challenging behaviour is defined as behaviour that impacts on the physical or emotional wellbeing of the person and/or others in the environment. It may include but is not limited to; refusal, non-compliance, and verbal and physical acting out behaviours. As a school we are committed to a positive approach to student behaviours. This includes providing a functional analysis of challenging behaviours, positive reinforcement of desired behaviours, and a planned, coordinated response to undesired behaviours. Staff are provided with regular training to enhance their knowledge of PBS at each tier. Training is also offered to families and other professionals.

The nature of students at the school impacts on their understanding of rules, appropriate conduct, relationships and an understanding of consequences, making a discipline and anti-bullying policy as it may be applied in a mainstream setting inappropriate. Undesirable verbal, physical and cyber behaviours from one student towards another student are not considered to be 'bullying' in the St Lucy's context. These behaviours would be managed through the Positive Behaviour Support and Discipline policies and the associated procedures.

**The Discipline policy** operates within a context of justice, procedural fairness, compassion, reconciliation and forgiveness. It is intended to promote the dignity and responsibility of each person while ensuring the respect for the rights of all members of the community. The School is required by government regulation to publicly disclose the consequences for serious breaches in

relation to student conduct. In a special school where challenging behaviour is linked to a child's disability, expressive communication abilities and receptive understanding, graded disciplinary penalties are inappropriate. Challenging behaviours (including behaviours that cause harm to others) will be considered on an individual student basis in the context of the setting. St Lucy's has 3 school rules; Be Kind, Be Safe and Be Your Best. Students are supported in their understanding of the rules on an ongoing basis through explicit teaching, visuals and feedback.

St Lucy's School prohibits corporal punishment and does not explicitly or implicitly sanction the administering of corporal punishment by non-school persons, including parents, to enforce discipline at the school.

When a student has demonstrated a behaviour that is harmful to them or others on more than one occasion, a functional assessment is undertaken in order to provide a planned and coordinated response and to limit risk. When a student's behaviour is causing a substantial risk of harm to others, a risk assessment will be undertaken. The risk assessment will be used to inform the implementation of strategies and consideration of penalties (if appropriate).

Major Disciplinary Penalties (suspension, expulsion, exclusion) are last resort actions, which are only invoked with due process in the event of serious breaches of the school discipline policy and/or if it becomes evident that St Lucy's is unable to adequately cater for a particular student and maintain theirs and/or other's safety. St Lucy's School does not expel students. However, if such an extreme circumstance ever did arise that required a decision to expel, the school would ensure the principles of procedural fairness will be followed. Thorough investigation always precedes any such action. Parents would normally be actively involved in the process unless the circumstances require urgent intervention.

In every instance of a serious breach, the Principal is primarily responsible for the application of due process and appropriate support of a student and family members.

The full text of the school's Pastoral Care of Students, Discipline and Positive Behaviour Support policies can be accessed by request from the Principal or from the school.

**The General Grievance, Complaints and Compliments Policy** outlines the policy and procedures to be followed in the case of a complaint or grievance, or compliment by an employee or visitor or member of staff, parent or member of the public. For the purpose of this document the words "complaint" and "grievance" are taken to be the same. A Grievance is defined as resentment about the conduct of an individual, group or organisation that is seen as producing an injustice or some wrong or offence that is grounds for action by the person with the grievance.

This policy gives a professional response to suggestions, complaints and allegations, promotes fairness, leads to improvements and creates confidence in the outcome.

Complaints, as well as compliments and other constructive feedback, create opportunities for an organisation to improve its services and prevent future problems.

This policy recognises that effective grievance/complaint management contributes to an improved work and learning environment for all members of the St Lucy's School community.

This policy also provides an opportunity to improve student, parent, staff, visitor and public experiences by identifying areas of strength, risk and areas for improvement.

*This policy is published in full on the school's website:*

<https://www.stlucys.nsw.edu.au/wp-content/uploads/2020/10/General-Grievance-Complaints-Compliments-Policy-Procedure.pdf>