



St Joseph's Primary School

Culcairn

LEARNING THROUGH AND IN JESUS CHRIST

8 Blair Street
CULCAIRN NSW 2660
Ph: 02 6029 8577
sjcu-info@ww.catholic.edu.au

PASTORAL CARE, WELLBEING, ANTI-BULLYING POLICY

Pastoral Care and Wellbeing Policies for students and staff

- I. Pastoral Care Policy
- II. Student Behaviour Management Policy / Discipline
- III. Anti-bullying Policy
- IV. Corporal Punishment

Bishop's Mandate – Care

“Care – Building caring and supportive environments that promote wellbeing and learning

Care of persons in Catholic schools is founded on the inviolable dignity of the human person made in the image and likeness of God. ‘The Catholic school is a school for all, with special attention to those who are weakest’. This radical inclusiveness is a clear expression of and witness to Christ’s life and teaching by a school community. Therefore, each school is to be sensitive to the particular and unique needs of the local community and respond with compassion and kindness. Concomitantly, the Catholic Schools Office has a duty to support schools as they discern and address these needs.” (Continuing the Adventure, Bishop Hanna’s Mandate 2011)

A Pastoral Care/Wellbeing Committee has been established to co-ordinate the pastoral care and wellbeing practices and procedures at St Joseph’s School. This team meets regularly or as needed to devise a support plan for individual students who require additional assistance. The Diocesan Student Wellbeing Identification, Management and Support online will be used (SWIMS).



St Joseph's Primary School Culcairn

LEARNING THROUGH AND IN JESUS CHRIST

8 Blair Street
CULCAIRN NSW 2660
Ph: 02 6029 8577
sjcu-info@ww.catholic.edu.au

Pastoral Care Policy

At St Joseph's Primary School we aim to provide an accepting, affirming and just environment for our whole school community. We will ensure that the dignity and worth of each member of the community is respected.

We believe that Pastoral Care-

- Is living the Gospel message 'Love one another' Jn 13.34
- Creates and fosters an environment where Christ-like values permeate the school community
- Is a responsibility for all – staff, students, parents, Parish Priest and the wider community
- Is the concern that we, as a school and as individuals, have for the development of the person to reach their full potential – social, emotional, spiritual, intellectual and physical
- Is aimed at acknowledging and responding to each individual in the school community
- Is congruent with clear, consistent and just practices
- Should always be congruent with a basic value of respect for the dignity of the individual.

Resources used:

- Making Jesus Real
- Peer Support Program
- Protective Behaviours Program
- Restorative Practices

At St Joseph's School we adhere to the [Catholic Diocese of Wagga Wagga Student Wellbeing and Pastoral Care Policy](#)

To enhance our beliefs, school practices may include-

- Well-being committee
- Masses/Liturgies – these may be class or whole school.
- Buddy System – this involves Kinder students and Year 6 students. Each new kindergarten child has a buddy from Year 6 who watches over the child when they start school and participates in activities with them.
- Assemblies – birthdays, class items, recognition of student achievement
- Social functions – whole school activities - new family nights
- Staff acknowledge and celebrate birthdays and other special occasions together
- Celebrations with families
- Visitations and support from Parish Priest
- Prayer opportunities/Prayer intentions
- Norm setting and on-going review
- Leadership Team – student and school executive
- Regular communication, eg. phone calls, newsletter, informal and formal teacher and parent meetings
- Behaviour management plans
- Relevant school and class programs
- Access to support agencies for school community members, eg. Centacare
- Restorative Practice adopted
- Health program
- Playground options
- Teaching of Expected Behaviours, eg. School Norms
- Classroom/Playground norming – Student Rights and Responsibilities
- School Wellbeing Practitioner
- Clear understanding of choices/consequences – children knowing language
- Personal Safety – PD/H/PE
- Truthfulness creates opportunities for forgiving and growing
- We adopt and implement the [CEDWW Anti-Bullying Policy](#)



St Joseph's Primary School Culcairn

LEARNING THROUGH AND IN JESUS CHRIST

8 Blair Street
CULCAIRN NSW 2660
Ph: 02 6029 8577
sjcu-info@ww.catholic.edu.au

Student Behaviour Management / Discipline Policy

The St Joseph's Student Behaviour Management Policy intends to develop a whole school approach to student behaviour. It embraces the philosophy of Restorative Practice and its philosophy.

The policy aims to encourage positive student behaviour and expects student to –

- Develop positive self-discipline
- Respect the rights of others
- Own their own behaviour and accept the consequences of poor behaviour choices
- Build positive relationships

Implementation

To assist in the implementation of the Behavioural Management Policy the following protocols are followed up -

- I. Ongoing professional development of staff in Restorative Practice
- II. Clearly established norms within the whole school and every class, which are revisited regularly
- III. Staff model positive relationships and endeavour to be consistent when dealing with students

At St Joseph's School, we believe that there are numerous strategies that can be used to ensure an effective Student Management Plan.

Teach More, Manage Less (Christine Richmond, Scholastic 2008), Positive Behaviours 4 Learning and Non-violent Crisis Intervention (CPI) are used as major resources to support the implementation of the Student Management Plan.

For individual students requiring additional support in behaviour (Tier 3), an Individual Behaviour Plan will be developed and implemented in conjunction with the Principal, classroom teacher and Learning Support Coordinator. This plan is then discussed with the parents/carers.

In the event of a serious event occurring as defined by CEDWW policy, the following steps will be followed.

1. Student(s) / incident referred to the Principal
2. Incident will be documented
3. Parents will be notified and informed of the incident
4. Counselling may be offered
5. If necessary, a behaviour management plan will be developed and implemented

St Joseph's Primary school follows and adheres to the [CEDWW Suspension, Transfer and Exclusion Policy](#).

At all times all parties views will be considered and measured in a fair and equitable way. Procedural fairness will be attributed to all situations to ensure a fair and just process for all.

School leaders must consider and implement processes that are reflective of:

- a. fair and unbiased decision-making process that is evidence-based;
- b. contemporaneous document and record keeping practices;
- c. verbal and written notification to parents and carers;



St Joseph's Primary School Culcairn

LEARNING THROUGH AND IN JESUS CHRIST

8 Blair Street
CULCAIRN NSW 2660
Ph: 02 6029 8577
sjcu-info@ww.catholic.edu.au

-
- d. notification of parent and carer's responsibility for the care and safety of the student during the time of suspension; and
- e. provision of school work, learning and study expectations during the time of suspension.

Link to [CEDWW BEHAVIOUR MANAGEMENT AND STUDENT DISCIPLINE POLICY](#)

Anti-Bullying Policy

Rationale

St Joseph's Primary School seeks to be a place of acceptance, affirmation and justice. We believe bullying strikes at the very basis of these values and prevents students from reaching for excellence in every dimension of life. The students are entitled to receive their education free from humiliation, oppression and abuse.

Supporting Statements

Bullying behaviour is defined as intentional, repeated behaviour by an individual or group of individuals that causes distress, hurt or undue pressure.

Bullying involves the abuse of power in relationships. Bullying involves all forms of harassment (including sex, race, disability, sexual orientation), humiliation, domination and intimidation of others,

Bullying behaviour can be:

- Verbal eg. name calling, teasing, abuse, putdowns, sarcasm, insults, threats
- Physical eg. hitting, punching, kicking, scratching, tripping, spitting
- Social eg. ignoring, excluding, ostracising, alienating, making inappropriate gestures
- Psychological eg. spreading rumours, 'dirty looks', hiding or damaging possessions, malicious SMS and email messages, inappropriate use of camera phones.

Anti-Bullying Plan

When working with the students in the classrooms or as we move around the school or when on playground duty, staff will –

- Watch for any early signs of distress in the students
- Report all incidents or suspected incidents to the Principal



St Joseph's Primary School

Culcairn

LEARNING THROUGH AND IN JESUS CHRIST

8 Blair Street
CULCAIRN NSW 2660
Ph: 02 6029 8577
sjcu-info@ww.catholic.edu.au

- Offer the victim immediate support and help. Centacare School practitioner offered to assist.
- Use all children as a positive resource in countering bullying by providing strategies for them to use and take time to discuss the problem in class and at assemblies

We need to ensure that all accessible areas of the school have a staff member present at breaks and before and after school (this is within the parameters of our Supervision Policy).

The student will be encouraged to report all incidents of bullying to a teacher or the Principal –

- I. Teacher refers incident or directs student(s) to the Principal
- II. Principal investigates details of incident
- III. A restorative session is held if appropriate
- IV. Parents of the harmer and the harmed are contacted
- V. After consultation with the CEDWW School Liaison, Diocesan anti-bullying procedures implemented, eg. suspension, exclusion and expulsion.

Link to [CEDWW Anti Bullying Policy](#)

Corporal Punishment

Corporal punishment involves the application of physical force to punish or correct a student unless that physical contact is reasonable and necessary for the protection of any person.

All staff and employees are aware that corporal punishment is prohibited at St Joseph's.

At St Joseph's Primary School, we use Restorative Practices when dealing with the behaviour of students. All teachers need to refer to the School Welfare Policy for detailed outline of School Discipline & Pastoral Care programs. Staff needs to be aware that UNDER NO CIRCUMSTANCES, SHOULD CORPORAL PUNISHMENT BE ADMINISTERED TOWARDS ANY CHILD AT St JOSEPH'S PRIMARY SCHOOL. ALSO, WE DO NOT CONDONE THE ADMINISTERING OF CORPORAL PUNISHMENT BY NON-SCHOOL PERSONS, INCLUDING PARENTS, TO ENFORCE DISCIPLINE AT ST JOSEPH'S.

Taken from Code of Professional Standards – Diocese of Wagga Wagga

5. Student Management



St Joseph's Primary School

Culcairn

LEARNING THROUGH AND IN JESUS CHRIST

8 Blair Street
CULCAIRN NSW 2660
Ph: 02 6029 8577
sjcu-info@ww.catholic.edu.au

Student discipline practices in Catholic schools aim to facilitate the development and experience of responsible self-discipline amongst students and to promote the wellbeing, safety and effective management of the school community.

It is the responsibility of each employee to develop effective, consistent and appropriate management strategies in day to day interactions with students as a preventative system of behaviour management. These strategies should include a clear, consistent and graded method of dealing with inappropriate behaviours and should be developed in accordance with the school's Pastoral Care, Student Management and Discipline policies. It is the responsibility of each employee to be familiar with these policies.

As a general rule, employees will use their management strategies in their initial dealings with students. However, students who display recurrent challenging behaviours, particularly unsafe behaviours should be referred to the appropriate person in line with the school's policy and procedures. Where a student's behaviour is unable to be managed by the implementation of the school's policies, an individual behaviour management plan should be developed for that student. All employees should be made aware of this individual management plan and act in accordance with the procedures documented in this plan.

The following behaviour management practices are unacceptable:

- Using an object, such as a ruler, book or whiteboard marker to gain a child's attention in a hostile or an inappropriate physical manner;
- Restraining a student for any purpose other than a student's actions causing imminent harm to self or others;
- Hitting or kicking a student;
- Holding a student (other than for the circumstances outlined in section 5);
- Pushing, pulling, shoving, grabbing, pinching or poking a student;
- Shaking or throwing a student;
- Intimidating a student;
- Swearing at a student;
- Using sarcasm to humiliate;
- Locking a student in a confined space;
- Refusing biological needs as a means of punishment;
- Applying painful or noxious conditions;
- Criticising a student rather than the student's actions;
- Practices which instil fear, or using fear as a means of controlling a student;
- Practices which cause a student to feel alienated;
- Exposing a student to material that contains violent or inappropriate sexual messages or themes, or contains adult concepts or themes that are inappropriate to the student's age or curriculum expectations;
- The use of psychotropic medication to manage a student's behaviour, as opposed to treatment for a diagnosed conditions.

All employees at St Joseph's Primary School should be aware that corporal punishment is prohibited and will not occur.



St Joseph's Primary School Culcairn

LEARNING THROUGH AND IN JESUS CHRIST

8 Blair Street
CULCAIRN NSW 2660
Ph: 02 6029 8577
sjcu-info@ww.catholic.edu.au

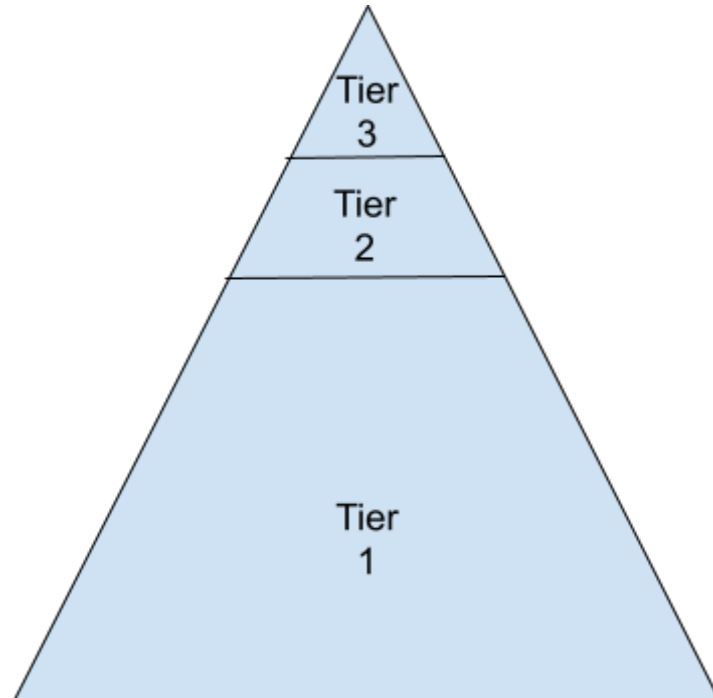
<https://staff.ww.catholic.edu.au/policy-documents/code-of-conduct-in-the-protection-of-children-students-and-youth-people/>

Behaviour Management and Procedures

Vision: To inspire and motivate each child towards achieving their full potential through Jesus Christ's love.

Behaviour Management and Procedures

At St Joseph's a three Tier Approach to Behaviour Management (Positive Behaviour for Learning) is undertaken.



Tier 1 – Universal Prevention: School-wide and classroom systems for all students, staff and settings.

Tier 2 – Targeted Interventions: Small group systems for students at-risk behaviourally and academically

Tier 3 – Intensive Individualised Interventions: Systems for students with high-risk behaviour and/or learning needs



St Joseph's Primary School

Culcairn

LEARNING THROUGH AND IN JESUS CHRIST

8 Blair Street
CULCAIRN NSW 2660
Ph: 02 6029 8577
sjcu-info@ww.catholic.edu.au

Each classroom teacher has the responsibility to establish class norms at the beginning of each year in co-operation with the students. In this way, all class members have ownership of the behaviours that are appropriate in each classroom. It is imperative that these norms are constantly revisited, taught, role-played and consolidated to ensure social and emotional growth and observance of them.

To ensure consistency in behavioural procedures the following processes are to be implemented if the rights & responsibilities above are breached in the classroom or playground:

The process of Student behaviour intervention:

Tier 1

Establishment of Class norms and acknowledgement of School expectations



Practice and Education around these behaviours and expectations



-Incident-

Acknowledgement to Student of unacceptable behaviour (Verbal or Non Verbal)



Verbal reminder of behaviour
Acknowledging the expectations



One on one conversation



Reflection Time inside or outside



Undertake restorative session with all involved



Contact parent when/if behaviour is becoming constant.
(Inform Principal)



Conversation with Teacher, Student and Principal about behaviour and expectations.



Tier 2

High-level conversations and interventions with classroom teachers and students. Students are taught to self-regulate and learn from natural consequences. Small-group targeted interventions



St Joseph's Primary School Culcairn

LEARNING THROUGH AND IN JESUS CHRIST

8 Blair Street
CULCAIRN NSW 2660
Ph: 02 6029 8577
sjcu-info@ww.catholic.edu.au

includes a skill building and a self-monitoring process.
Parents are involved and in constant contact with teachers throughout this process.



Tier 3

Interventions focus on creating and implementing *individualised behaviour support plans* that are linked to the universal system. For example, the individual plans are based upon the school-wide expectations; the identification of students in need of Tier 3 supports uses the established data decision-making framework.

(This policy created and adapted in conjunction with the use of the Positive for learning resource <https://pbl.schools.nsw.gov.au/about-pbl/overview-of-pbl.html>)

Rights and Responsibilities of All

By learning through and in Jesus Christ at St Joseph's we strive to:	
Expectations	Actions
Be Safe	Right place, right time, right task. Think about yourself and others learning, belongings and surroundings. Play fair, show care. Tell teachers if you don't feel safe.
Be Responsible	Right place, right time, right task, right attitude. Make smart choices Learn and let learn. Set a good example Own your own behaviour Look after your own and the schools belongings
Be Respectful	Right place, right time, right task, right attitude. Positive Attitude Speak to please. Listen whilst others are talking. Acknowledge you, me and everyone. Support and acknowledge others thoughts and beliefs. Be an inclusive and accepting member of the school.



St Joseph's Primary School

Culcairn

LEARNING THROUGH AND IN JESUS CHRIST

8 Blair Street
CULCAIRN NSW 2660
Ph: 02 6029 8577
sjcu-info@ww.catholic.edu.au

Be a Learner

Right place, right time, right task, right attitude.
Positive Mindset: Classroom mindset, Playground Mindset
Make the most of every opportunity.
Give your best effort
Own your learning



St Joseph's Primary School *Culcairn*

LEARNING THROUGH AND IN JESUS CHRIST

8 Blair Street
CULCAIRN NSW 2660
Ph: 02 6029 8577
sjcu-info@ww.catholic.edu.au

