



St Mary's

Primary School

Corowa

Policy: *Pastoral Care, Anti Bullying and Behaviour Management Policy*

Vision Statement

We believe St Mary's Primary School is a community in which:

- Jesus is our prime focus enabling us to be active members of a faith-filled community.
- Children are prepared in a collaborative, cooperative and supportive environment, for the changing world, through the promotion of a comprehensive quality curriculum.
- The dignity of each person is upheld and respected, and where the ideas of compassion and justice are allowed to flourish.
- Parents, parish and teachers work towards total development of the child in a safe, cooperative and collaborative learning community.

Mission Statement

St Mary's Primary School is committed to being:

- A Community of Faith
- A Community of Learning
- A Community of Care
- A Community of Service

Pastoral Care and Wellbeing Policies for students and staff

- Pastoral Care Policy
- Student Behaviour Management Policy / Discipline
- Anti-bullying Policy
- Corporal Punishment

A **Wellbeing Committee** has been established to coordinate the pastoral care and wellbeing practices and procedures at St Mary's School. This team meets regularly or as needed to devise a support plan for individual students who require additional assistance.

Pastoral Care Policy

At St Mary's 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.

At St Mary's School we adhere to the Diocese of Wagga Wagga 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 classes and Year 6 classes. 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 via merit awards
- Social functions – whole school activities
- Staff acknowledge and celebrate birthdays and other special occasions together
- Celebrations with families
- Visitations and support from Parish Priest
- Merit Awards
- Prayer opportunities/Prayer intentions
- Norm setting and on-going review
- Leadership Team

- Regular communication, eg. phone calls, newsletter, informal and formal teacher and parent meetings
- Behaviour management plans where required
- Relevant school and class programs
- Access to support agencies for school community members, eg. Centacare
- Restorative Practice adopted
- Health program
- Playground options to support struggling students
- Teaching of Expected Behaviours, eg. entry into classroom
- Classroom/Playground norming – Student Rights and Responsibilities
- School Counsellor
- Clear understanding of choices/consequences – children knowing language
- Personal Safety – PD/H/PE
- We adopt and implement the CEDWW Anti-Bullying Policy

Student Behaviour Management Policy

The St Mary'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 and is grounded in ensuring procedural fairness for all involved. These matters should be dealt with in strict confidence.

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 -

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

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

For individual students requiring additional support in behaviour, an Individual Behaviour Plan will be developed and implemented in conjunction with the Principal, classroom teacher and Inclusive Diverse Learning Support Coordinator.

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

- Student(s) / incident referred to the Principal
- Incident will be documented via COMPASS
- Parents will be notified and informed of the incident
- Counselling may be offered
- If necessary, a behaviour management plan will be developed and implemented

Inappropriate student behaviour may mean that students have to follow consequences which may include, but is not limited to:

- Having some time off the playground
- Missing out on special events such as performances, excursions or camps
- Making up learning in their own time
- Working in a different classroom for a period of time
- Completing some jobs around the school

Merit Cards

Any favourable (particularly outstanding) behaviour may be rewarded with a Merit Card. This is for desired behaviour, good working habits, wearing of correct uniform, high level of care for others and school environment etc.

Merit Cards are located in the classrooms, Staff Room and the Office. After five Merit Cards are received, the student is awarded a Certificate of Merit from the Principal and Tuckshop voucher at a school assembly.

After receiving five Certificates of Merit, the student is presented with a Principal Award and a book voucher at a school assembly. Merit Cards can continue into the following year to be handed in for a Certificate of Merit.

RIGHTS AND RESPONSIBILITIES OF ALL

- Rights** A right is something that belongs to you and cannot be taken away by anyone
- Responsibilities** A responsibility is something you should do for others and yourself. It is respecting yourself and the rights of others.

Right	Responsibility
I have the right to deepen my faith in our Catholic community	I have the responsibility to respect and help others on their journey to God
I have the right to be treated with understanding	I have the responsibility to treat others with understanding

I have the right to be treated with respect and politeness	I have the responsibility to respect all stake holders in our community
I have the right to expect my property to be safe	I have the responsibility not to steal, damage or destroy the property of others
I have the right to have my achievements recognised by the community	I have the responsibility to act in ways that allow the community to recognise and respect school achievements
I have the right to a pleasant, clean and safe school	I have the responsibility to help maintain a pleasant, clean and safe school
I have the right to be helped to learn self-discipline	I have the responsibility to learn self-discipline
I have the right to seek help when enough is enough	I have a responsibility to recognise when my actions are hurting others
I have the right to be valued as a person	I have the responsibility through my behaviour to value others
I have the right to be helped by others	I have the responsibility to help others
I have the right to be myself	I have the responsibility to respect all, and the differences in others
I have the right to learn	I have the responsibility to learn to the best of my ability and to let others learn without interruptions
I have the right to express my feelings and opinions in a courteous way	I have the responsibility to allow others to express their opinions and feelings in a courteous way

Anti-Bullying Policy

Rationale

St Mary's 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

The national definition of bullying for Australian schools says:

Bullying is an ongoing and deliberate misuse of power in relationships through repeated verbal, physical and/or social behaviour that intends to cause physical, social and/or psychological harm. It can involve an individual or a group misusing their power, or perceived power, over one or more persons who feel unable to stop it from happening.

Bullying can happen in person or online, via various digital platforms and devices and

it can be obvious (overt) or hidden (covert). Bullying behaviour is repeated, or has the potential to be repeated, over time (for example, through sharing of digital records).

Bullying of any form or for any reason can have immediate, medium and long-term effects on those involved, including bystanders. Single incidents and conflict or fights between equals, whether in person or online, are not defined as bullying.

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
- Offer the victim immediate support and help
- 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.

- Teacher refers incident or directs student(s) to the Principal
- Principal investigates details of incident
- A restorative session is held if appropriate
- Parents of the harmer and the harmed are contacted
- Support is offered to all involved and may include the use of the school Centacare Wellbeing Practitioner
- After consultation with the CEDWW Schools Consultant, Diocesan anti-bullying procedures implemented, eg. suspension, exclusion and expulsion.

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 employees are aware that corporal punishment is prohibited.

At St Mary'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 MARY'S PRIMARY SCHOOL.***

ALSO, WE DO NOT CONDONE THE ADMINISTERING OF CORPORAL PUNISHMENT BY NON-SCHOOL PERSONS, INCLUDING PARENTS, TO ENFORCE DISCIPLINE AT ST MARY'S

Taken from Code of Professional Standards – CEDWW

5. Student Management

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, duster, chalk 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;

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