

Wollongbar Public School Behaviour Support and Management Plan

Overview

Wollongbar Public School is committed to explicitly teaching and modelling positive behaviour and supporting all students to be engaged with their learning.

Our goal is to inspire every child to participate positively in the school community and beyond. We focus on promoting excellence, opportunity and success for every student, every day. We value and strive to develop safe, respectful learners in a caring learning community.

Principles of Restorative Justice, positive behaviour support, trauma-informed practice, inclusive practice, and social emotional learning underpin our daily practice. High expectations for student behaviour are established and maintained through effective role modelling, explicit teaching, and planned responses.

To achieve our mission, key programs prioritised and valued by the school community are:

- Restorative Justice Practices
- Peer Mediation
- Student Leadership Programs
- Student Support Officer/Wellbeing.

These programs prioritise social and emotional learning which supports good mental health, positive relationships and supports prevention of bullying.

Wollongbar Public School rejects all forms of bullying behaviours, including online (or cyber) bullying by maintaining a commitment to provide a safe, inclusive, and respectful learning community that promotes student wellbeing. Staff are committed to establishing evidence-based approaches and strategies that promote a positive climate where bullying is less likely to occur.

All members of the school community are active participants in building a welcoming school culture that values diversity and fosters positive relationships. A key component of a supportive school culture is building respectful relationships and an ethos that bullying is not accepted, in both online and offline environments. School staff actively respond to student bullying behaviour.

Partnership with parents and carers

Wollongbar Public School will partner with parents/carers in establishing expectations for engagement in developing and implementing student behaviour management and antibullying strategies, by:

- inviting parent/carer and student feedback through formal and informal means, such as school surveys, consulting with the P & C and local AECG
- using concerns raised through complaints procedures to review school systems, data and practices
- student access to a 'Bully Box' initiative.

Wollongbar Public School will communicate these expectations to parents/carers through the school newsletter and school website. Our school proactively builds collaborative relationships with families and communities to create a shared understanding of how to support student learning, safety and wellbeing.

School-wide expectations and rules

Wollongbar Public School has the following school-wide expectations and rules:

To be respectful, responsible and resilient learners.

School Expectations
Be cooperative and safe
Show respect for people and property
Follow correct procedures

Behaviour code for students

NSW public schools are committed to providing safe, supportive and responsive learning environments for everyone. We teach and model the behaviours we value in our students.

The Behaviour Code for Students can be found at <https://education.nsw.gov.au/policy-library/policyprocedures/pd-2006-0316/pd-2006-0316-01>. This document translated into multiple languages is available here: [Behaviour Code for Students](#).

Whole school approach across the care continuum

Our school embeds student wellbeing, restorative practices and positive behaviour approaches and strategies in practices across the care continuum to promote positive behaviour and respond to behaviours of concern, including bullying and cyber-bullying behaviour.

These approaches and strategies are built on a foundation of evidence-based effective classroom practices that set the tone for engagement with learning and respectful relationships. These practices include:

- stating and explicitly teaching classroom expectations
- establishing predictable routines and procedures that are communicated clearly to students
- encouraging expected behaviour with positive feedback and reinforcement
- discouraging inappropriate behaviour
- providing active supervision of students
- maximising opportunities for active engagement with learning
- providing carefully sequenced engaging lessons that provide options for student choice
- differentiating learning content, tasks and the learning environment to meet the needs of all learners
- embedding restorative practices throughout all areas of school life with school community.

Care Continuum	Strategy or Program	Details	Audience
Prevention	SDD/PL – Wellbeing Practices	Wellbeing Practices, underpinned by Restorative Justice Practices, provide a set of principles which emphasise values of empathy, respect, honesty, acceptance, responsibility and accountability.	All staff
Prevention	School Expectations	Through whole school assemblies and classroom practice, school expectations are explicitly taught and modelled.	All
Prevention	Child protection	Teaching child protection education is a mandatory part of the syllabus.	Students K - 6
Prevention	Smiling Minds	Whole school implementation of Smiling Minds program.	All
Prevention / Early Intervention / Targeted / Individual	Australian eSafety Commissioner Toolkit for Schools to prevent and	The toolkit resources are categorised into four elements: Prepare, Engage, Educate and Respond. The resources are used to engage with the school community about creating and maintaining safe online environments to prevent cyberbullying	All

Care Continuum	Strategy or Program	Details	Audience
	respond to cyberbullying	incidents. The toolkit includes actions to report and manage cyberbullying incidents.	
Early Intervention	Peace Kids, Learning and Support	Small group intervention to support and increase the coping strategies of students who are feeling anxious, stressed or who have poor resilience in a small group environment at school.	Individual students K - 6
Targeted / Individual intervention	Learning and Support	The LST works with teachers, students and families to support students who require personalised learning and support.	All
Targeted / individual intervention	Attendance support	The LST refer students to the attendance co-ordinator who will convene a planning meeting with students, families and teachers to address barriers to improved attendance and set growth goals.	Individual students, attendance co-ordinator
Individual intervention	Individual behaviour support planning	This may include developing, implementing, monitoring and reviewing behaviour support, behaviour response and risk management plans.	Individual students, parent/carer, LAST, AP
Individual intervention	Personalised Learning and Support Plan, Social Stories	Personalised plans for students learning and support developed at point of need for academic, social, emotional and behaviour. Social stories developed in consultation with student as needed.	Individual students, parent/carer, LAST, AP

Planned responses to positive appropriate behaviour, inappropriate behaviour and behaviours of concern, including bullying and cyber-bullying

Identifying behaviour of concern, including bullying and cyberbullying

A behaviour of concern is a challenging, complex or unsafe behaviour that requires more persistent and intensive interventions. A behaviour of concern does not include low-level inappropriate or developmentally appropriate behaviour. Bullying behaviour involves the intentional misuse of power in a relationship, is ongoing and repeated and involves behaviour that can cause harm. See Appendix 1.

Wollongbar Public School staff will identify inappropriate behaviour and behaviours of concern, including bullying and cyber-bullying through a range of channels, for example:

- directly observing a student's behaviours, interactions, verbal communications, or work produced (such as written materials, performances or artworks)

- a person disclosing information that is not previously known, either because it is new information or because it has been kept a secret
- concerns raised by a parent, community member or agency.

Students or parents can report bullying to any staff member. NSW public school principals have the authority to take disciplinary action to address student behaviours that occur outside of school hours or school grounds, including cyberbullying. Students who have been bullied will be offered appropriate support, for example through the school counselling service.

Responses to all behaviours of concern apply to student behaviour that occurs:

- at school
- on the way to and from school
- on school-endorsed activities that are off-site
- outside school hours and off school premises where there is a clear and close connection between the school and students’ conduct
- when using social media, mobile devices and/or other technology involving another student or staff member.

Preventing and responding to behaviours of concern

Planned responses to behaviour that does not meet school expectations are either teacher or executive managed. Staff use their professional judgement in deciding whether a behaviour is teacher managed or executive managed. They should consider whether the behaviour poses a risk to the safety or wellbeing of the student or others.

- **Teacher managed** – low level inappropriate behaviour is managed by teachers in the classroom and the playground.
- **Executive managed** – behaviour of concern is managed by school executive.
- Corrective responses are recorded on Behaviour / Wellbeing ITD system. These include:

Classroom	Non-classroom setting
<ul style="list-style-type: none"> • expectation reminder • re-direct • offer choice • error correction • prompts • reteach 	<ul style="list-style-type: none"> • expectation reminder • re-direct • offer choice • error correction • prompts • reteach

<ul style="list-style-type: none"> • seat change • conference • follow classroom consequences procedures • reflection and restorative practices • communication with parent/carer. 	<ul style="list-style-type: none"> • play or playground re-direction • walk with teacher • reflection and restorative practices • executive support to follow through restoration process • communication with parent/carer.
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Wollongbar Public School staff model, explicitly teach, recognise and reinforce restorative practices, positive student behaviour and behavioural expectations. Restorative Justice Practices, Peer Mediation, Student Leadership and Smiling Mind programs used daily by teachers to teach self-regulation, reduce impulsivity, increase focus and strengthen peer networks.

We acknowledge that not all students are encouraged by the same thing or in the same ways. Younger students may be more motivated by adult attention while older students are typically more motivated by peer attention, activities, privileges, or freedom. When learning new skills, students need immediate and frequent reinforcement and as they develop mastery they respond to intermittent and long-term reinforcement to maintain their social behavioural efforts.

The use of verbal and non-verbal specific positive feedback is the most powerful way to:

- help adults and learners to focus on positive social behaviour
- increase the likelihood that students will use the expected behaviours and skills in the future
- decrease unexpected behaviour and reduce the need for corrective responses
- enhance self-esteem and build an internal focus of control.

Prevention Responses to recognise and reinforce positive, inclusive and safe behaviour	Early Intervention Responses to minor inappropriate behaviour are teacher managed.	Targeted/Individualised Responses to behaviours of concern are executive managed
1. Behaviour expectations are taught and referred to regularly. Teachers model behaviours and provide opportunities for practice. Students are acknowledged for meeting school-wide expectations.	1. Refer to school-wide expectations and/or emotional regulation visuals and/or supports so that the student can self-regulate. Follow classroom consequences procedures.	1. Contact office to seek help from executive straight away if there is a risk. Otherwise notify student's stage supervisor or executive ASAP and before the end of the school day.
2. Verbal and non-verbal specific positive feedback is paired with a positive, tangible reinforcer in a school-wide continuum for	2. Use indirect responses including proximity, signals, non-verbal cues, ignore, attend, praise, redirect with specific corrective feedback.	2. Executive/CT to take immediate steps to restore safety and return the situation to calm by using appropriate strategies such as: redirecting to another area or

acknowledging expected behaviour.		activity, providing reassurance or offering choices. Incident review and planning is scheduled for a later time, determined by the context and nature of the incident.
3. Tangible reinforcers include those that are: free and frequent moderate and intermittent significant and infrequent intermittent and infrequent reinforcers are recorded on Behaviour / Wellbeing ITD system.	3. Use direct responses e.g. expectation reminder, re-teach, provide choice, scripted interventions, student conference. Students have an opportunity to meet the classroom/playground behaviour expectation before low-level consequence is applied.	3. Executive collects information and reviews the incident from multiple perspectives to determine next steps. Executive to record incident on Behaviour / Wellbeing ITD system and contact parent/carer by email or phone. Executive/principal may consider further action e.g., formal caution or suspension.
4. Social emotional learning lessons are taught weekly.	4. Teacher records on Behaviour / wellbeing ITD system by the end of the school day. Monitor and inform family if repeated. For some incidents, referral is made to the school's anti-racism contact officer (ARCO) or anti-bullying co-ordinator.	4. Refer to the school's Learning and Support Team considering current and previous behaviour data. Other actions may include completing a risk assessment and/or collaboratively developing a behaviour support/response plan.
Teacher/parent contact	Teacher/parent contact	Teacher/parent contact
Staff contact through phone calls is used to communicate student effort to meet expectations. Recognition awards for positive individual and class behaviour are given at stage and whole school assemblies.	Staff contacts parents by phone when a range of corrective responses have not been successful. Individual planning and referral to Learning Support Team may be discussed.	Parent/carer contact is made by school teachers/executive to discuss any support and behaviour responses, including referral to the LST, school counsellor, outside agencies.

Responses to serious behaviours of concern

Responses for serious behaviours of concern, including students who display bullying behaviour, are recorded on Behaviour / Wellbeing ITD system. These may include:

- review and document incident
- determine appropriate response/s, including supports for staff or other students impacted
- refer/monitor the student through the school learning and support team
- develop or review individual student support planning, including teaching restorative and positive replacement behaviour and making learning and environmental adjustments
- reflection and restorative practices (listed below)
- liaise with Student Support Officer for additional support or advice
- communication and collaboration with parents/carers (phone, email, meeting)
- formal caution to suspend, suspension or expulsion.

The NSW Department of Education [Student Behaviour policy](#) and [Suspension and Expulsion Procedures](#) apply to all NSW public schools.

Reporting and recording behaviours of concern

Staff will comply with reporting and responding processes outlined in the:

- [Incident Notification and Response policy](#)
- [Incident Notification and Response Procedures](#)
- [Student Behaviour Policy](#) and [Suspension and Expulsion procedures](#)

Students and/or parents/carers can report cyberbullying to the [eSafety Commissioner](#) and reporting links for most sites, games and apps can be found at the [eSafety Guide](#).

Reflection and restorative practices






Toilet and food breaks are always included when withdrawal from free choice play at breaks is planned as a response to behaviour. The maximum length of time will be appropriate to the age/developmental level of the student.

Strategy	When and how long?	Who coordinates?	How are these recorded?
Reflective Practices – following classroom consequence procedures of Friendly Warning, Warning, Thinking Time, Thinking Time in Buddy Class and AP Reflection.	At time	Teacher/Assistant Principal	Documented in [Behaviour / wellbeing ITD system]
Restorative practice – <u>peer mediation</u> or <u>circles</u> in groups	Scheduled at point of need	Teachers/Assistant Principal	Documented in [Behaviour / wellbeing ITD system]

Visual Stimulus for Wellbeing


Classroom Rules Poster

These are our classroom expectations. We:

- ✓ Keep our hands and feet to ourselves 
- ✓ Move in a safe way 
- ✓ Take turns to speak and use manners 
- ✓ Do as the teacher asks the first time 
- ✓ Take care of our school and equipment 
- ✓ Be in the right place at the right time 

Classroom Consequences poster

Consequences

Friendly warning 

Warning

X Thinking time.


XX Thinking time next door.

NB. Names and crosses are removed ONLY at the end of the day, ready for a fresh start in the morning.

Restorative Questions, When things go wrong...

Restorative Questions When things go wrong...


- ☹️ What happened ?
- ☹️ What were you thinking at the time ?
- ☹️ What have you thought about since ?
- ☹️ Who has been affected by what you have done ? In what way ?
- ☹️ What do you think you need to do to make things right ?



Restorative Questions, When someone has been hurt ...


Restorative Questions When someone has been hurt...


- ☹️ What did you think when you realised what had happened ?
- ☹️ What impact has this incident had on you and others ?
- ☹️ What has been the hardest thing for you?
- ☹️ What do you think needs to happen to make things right ?




“When there is a problem...” classroom poster

When there is a problem ...

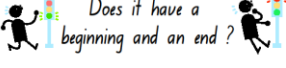
Step 1 - Use an “I” message 


Step 2 - Move away from the problem 


Step 3 - Say to a teacher
“I need help!” 

“Is it a game?” classroom poster

Is it a game ?

Does it have a beginning and an end ? 

Does everyone understand the rules ?
(have you talked about them ?) 

Is everyone having fun ? 

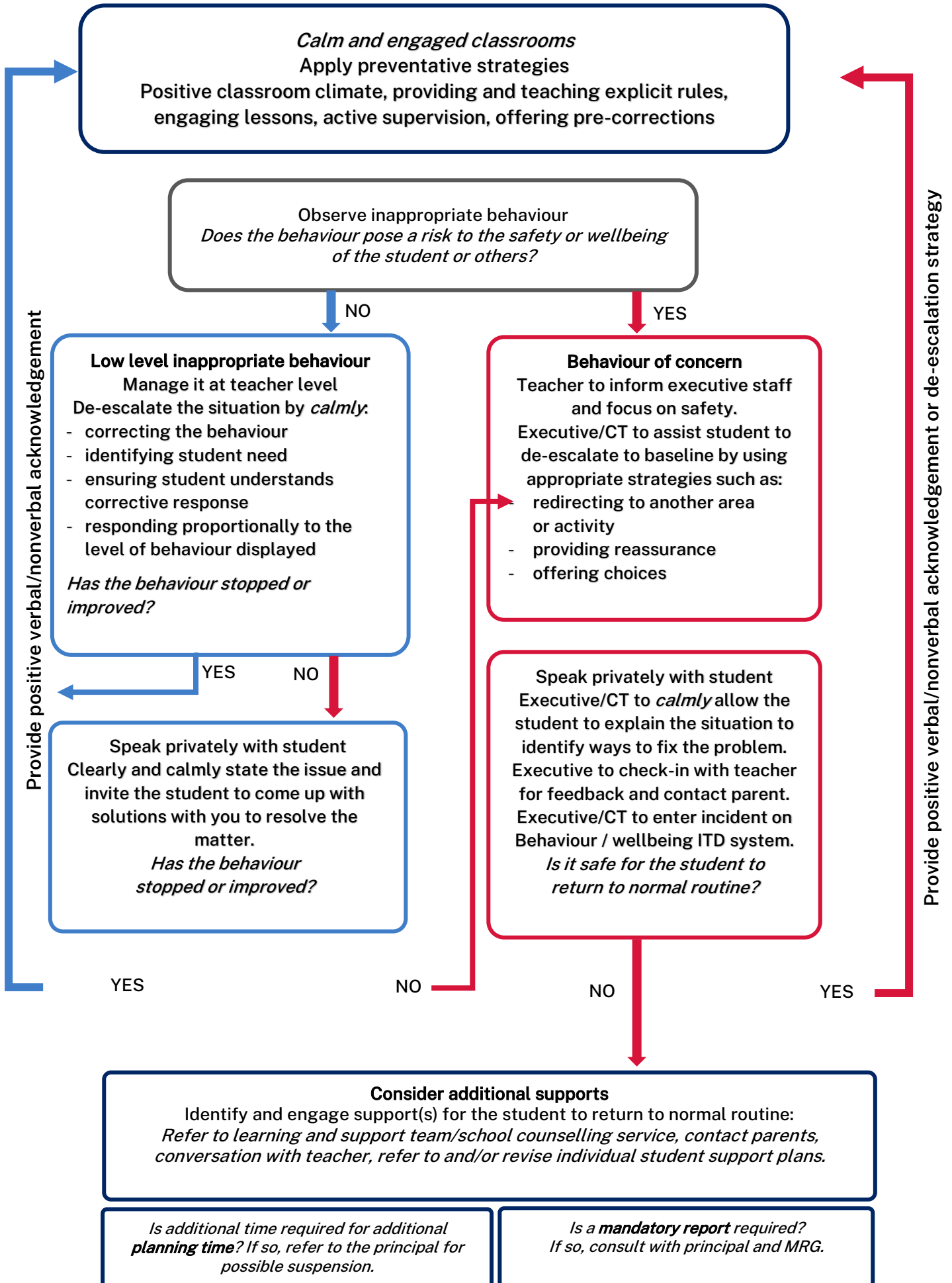
If the answers aren't all YES,
it isn't a game !

Review dates

Last review date: 31/1/2025 : Day 1, Term 1, 2025

Next review date: 31/1/2026: Day 1, Term 1, 2026

Appendix 1: Behaviour management flowchart



Bullying Response Flowchart

The following flowchart explains the actions Wollongbar Public School staff will take when they receive a report about student bullying, including bullying which may have occurred online or outside of the school setting. The timeframes will vary depending on the professional judgment of staff who receive the bullying complaint and their assessment of immediate risk to student/s.

