



St. Francis Xavier's School Urana

Think, Speak and Act Like Christ

| Reviewed 2021 | Next Review 2026 |

Pastoral Care / Student Wellbeing Policy

Pastoral Care

St Francis Xavier's School, Urana is committed to providing a safe and secure environment for their whole school community. "This is developed when all members of the school community respect the individual's rights and freedoms, responsibilities and duties, as well as responding to the needs of students, staff and community".

(CEDWW Pastoral Care Policy)

CEDWW assists St Francis Xavier's School with its pastoral care policy and procedures by providing a counseling service through Centacare.

Vision: To Think, Speak & Act Like Christ

Mission:

At St. Francis Xavier's School, Urana, we believe that "Christ is the foundation of the whole educational enterprise in a Catholic School" (CS 34) Therefore we believe our Mission is to;

Be a Community of Faith - Centred on Christ and the Sacramental life of the Church.

Be a Community of Learning - Providing a quality comprehensive curriculum that promotes lifelong learning and helping students to find and nurture their gifts.

Be a Community of Care - Welcoming students, families and visitors while promoting self-esteem, respect, dignity and uniqueness of each individual.

Be a Community of Service - Working in partnership with the community to promote outreach to those we can support.

Be a Community of Stewardship - Encouraging children to be responsible for contributing to a better world for all.

At St Francis Xavier's School, we are committed to preparing young people for tomorrow's world by providing an education which is harmonious with the values of the Gospels and the teachings of the Catholic Church.

Our school's Vision and Mission statement is based on respect for others and the students taking personal responsibility for their actions. At St Francis Xavier's School, we promote

positive relationships that respect and accept individual differences and diversity within the whole school community and we actively work together with the community to foster a safe, supportive learning environment where bullying is not tolerated.

Positive relationships are also promoted and maintained through effective classroom and playground behaviour management. All policies related to the discipline of students are based on procedural fairness.

Student Code of Conduct

RIGHTS	RESPONSIBILITIES
Every child/staff member has ... <ul style="list-style-type: none">• The right to feel safe• The right to learn• The right to be treated respectfully	Therefore each child/staff member has... <ul style="list-style-type: none">• The responsibility to keep themselves and others safe• The responsibility to learn to the best of their ability and let others do the same.• The responsibility to treat others with respect

At St Francis Xavier's School, we develop and maintain a positive school culture through many practices including the following:

- Faith experiences including prayer, Mass and participation in our Religious Education program
- Ongoing units of the PDHPE program involving relationships, self-esteem and safety.
- Establishment of 'Behaviour Expectations' in each classroom at the beginning of the year to promote respect and responsibility in the classroom. In this way, all class members have ownership of the behaviours that are appropriate in each classroom.

The school expectations are available [here](#).

- Creating a school community which encourages regular communication with parents.
- Participation in community events that encourage respect and responsibility.
- Providing transition structures to support new enrollees, including the school's 'buddy system'.
- Acknowledgement of student achievement on a weekly basis.
- Opportunities for student leadership
- Access to support agencies such as Centacare counselling for classes, groups and individual students
- Access to performances and programs which involve bullying awareness and appropriate responses
- Implementing Zones of Regulation across the school from 2021

- Monitoring student behaviour in both classroom and playground settings
- Teaching resilience by modelling and role playing
- Monitoring ‘hot spots’ in the playground
- Visiting performances - Healthy Harold
- Dedicating time at weekly staff meetings to student wellbeing
- Regular Student Wellbeing Committee meetings with the IDLT, Centacare counsellor and Principal
- Monitoring of student and family needs through the BeYou program

Behaviour Management Plan

St Francis Xavier’s Behaviour Management Plan intends to develop a whole school approach to student behaviour. It is carried out in conjunction with the [Student Discipline Policy](#).

To assist in the implementation of this plan, the following measures are put in place:

- Ongoing professional development of staff in behaviour management.
- Clearly established norms within the whole school and each class, revisited regularly.
- Staff model positive relationships and practice procedural fairness and consistency when dealing with students.

To ensure consistency in behavioural procedures, the following consequences are to be implemented. If the rights & responsibilities above are breached in the classroom or playground:

Classroom	Playground
<p>Step 1: Verbal Warning</p> <p>Step 2: Time out in the classroom (5mins max.)</p> <p>Step 3: Time out in a buddy classroom (10mins max.)</p> <ul style="list-style-type: none">- Inform Principal- Compass entry- Phone call to parents if warranted using the Chronicle Flowchart. <p>Step 4: Sent to the office for the remainder of the session.</p> <ul style="list-style-type: none">- Compass entry- Restorative Conversation at appropriate time.- Phone call to parents if warranted using the Chronicle Flowchart.	<p>Step 1: Verbal Warning</p> <p>Step 2: Time out on a lunch seat (5mins max.)</p> <p>Step 3: Time out on a lunch seat (Half a break max.)</p> <ul style="list-style-type: none">- Inform Principal- Compass entry- Phone call to parents if warranted using the Chronicle Flowchart. <p>Step 4: Sent to the office for the remainder of the break</p> <ul style="list-style-type: none">- Compass entry- Restorative Conversation at appropriate time.- Phone call to parents if warranted using the Chronicle Flowchart..

Repeated instances of inappropriate behaviour will be directed to the Principal and parental notification will be made at the discretion of the Principal. For individual students requiring

additional support in behaviour, an Individual Behaviour Plan will be developed and implemented in conjunction with the Principal, IDL and classroom teacher. School counsellors, made available by Centacare, may be enlisted as support services, requiring a referral form to be completed by all stakeholders.

Corporal punishment does not occur in any form at St. Francis Xavier's School.

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

Procedural Fairness

Students have a right to procedural fairness in dealings that involve their interests. This includes disciplinary decisions. The principles of procedural fairness include the right of students to:

- know what the rules are and what behaviour is expected of them
- have decisions determined by a reasonable and unbiased person
- be informed of, and have an opportunity to respond to, any allegations against them
- be heard before a decision is made
- have a decision reviewed (but not to delay an immediate punishment).

These procedures are to be read and implemented in conjunction with:

[CEDWW Student Discipline Procedures](#)

[CEDWW Anti-Bullying Procedures](#)

[CEDWW Suspension, Expulsion and Exclusion Policy](#)

[SFXU Student Code of Conduct](#)

[SFXU Student Discipline Policy](#)

[SFXU Anti Bullying Plan](#)

[SFXU Expectations](#)

Student Affirmation

Presentation Evening

At the completion of each school year St Francis Xavier's takes time to reflect, respect and celebrate staff, students and members of the parish community who have contributed to our school.

Every child's efforts throughout the year are recognised through the presentation of a certificated book.

Year 6 students receive an additional religious memento as a keepsake on the completion of their primary schooling.

Assemblies

St Francis Xavier's School celebrates the successes of our students and encourages participation and achievement in all Key Learning Areas, as well as extra -curricular activities associated with a Catholic school.

St Francis Xavier's School assemblies aim to:

- Develop the faith dimension of our school community
- Develop school spirit
- Encourage a spirit of pride in the school
- Develop pupil and teacher confidence
- Provide an incentive for self-improvement
- Develop acceptable behavior patterns as a school group
- Encourage pupil participation and the communication of their ideas

Assembly ideas include:

- Hymns or prayers, short liturgies
- Special awards-recognition of extra-curricular events- sports, competitions (art, writing etc)
- Teacher, class awards
- Reports
- Guest speakers or individual items from a student