

Wellbeing and Pastoral Care Procedures

St Pius X High School is a Catholic community that nurtures faith, excellence and lifelong learning. Pastoral Care Procedures at St Pius X are developed from the Wellbeing and Pastoral Care Policy as the school seeks to promote a respectful, safe and inclusive environment in which students grow to be discerning, self-disciplined students who have opportunities to make a positive contribution to the world.

Recognition of achievement and behaviour management are supported by the Wellbeing and Pastoral Care Policy. The promotion of student wellbeing involves a holistic approach. It incorporates strategies and resources for successful learning, a safe and inclusive environment and positive and caring relationships. Our procedures also promote the Catholic principles of justice such as the Common Good and the Dignity of the Human Person and these seek to foster respectful relationships and intercultural understanding.

Student Expectations

Our diocesan vision statement “At the heart of everything is Jesus Christ” and the principles of Catholic social teaching informs and underpins all aspects of the St Pius X High School Wellbeing and Pastoral Care Policy.

Our belief is that all members of our school community are made in the image and likeness of God (Genesis 1:27) and therefore we must always treat others (and be treated) with dignity, compassion and respect, following the example of Jesus.

Students are expected to:

- Attend school regularly
- Be on time for school lessons and all school activities
- Wear the correct uniform with pride
- Give their best effort to learning
- Behave towards, speak to and treat one another in respectful ways

It is our hope that all students will understand the school’s expectations and develop a positive attitude towards their relationships with others in this Catholic community. We expect all students will grow in self-discipline and learn the importance of assuming responsibility for their own actions.

RECOGNITION OF ACHIEVEMENT

The school gives the opportunity for all students to be recognised for their achievements and their contribution to the school community including positive behaviour and attitude to the school environment.

Commendations

These are awarded to students who deserve recognition for their efforts. Teachers generate a commendation by using Compass. The commendation then appears on a student's chronicle record. The accumulation of commendations is taken into consideration by the leadership team for major awards.

Achievement Awards

These are presented to students at the end of each semester by the Studies Coordinator team for:

- First place in class
- Consistent Effort
- Most Improved
- High Achievement

Merit Awards

- Representative Sport: These are given out for sporting achievements and involvement in inter-school sports.
- Community: These are given out to students for involvement in school community activities e.g. school liturgies, St Vincent de Paul.
- Cultural: These are given to students for participation in music performances, debating and cultural pursuits.
- Principal Commendations: These are awarded to students for special service or achievement.

Award System

An opportunity is also provided for all students to go through the process of gaining a BRONZE, SILVER and GOLD award during the year. These awards recognise student participation, effort and achievement both within and beyond the classroom.

Appeals – After the first negotiation/review period is completed, if all but one of the areas does not meet expectation and the student/parent feels this is unfair, the student can appeal via their Student Coordinator. If the appeal is successful, the award will be granted.

BRONZE AWARD

- Over 10- week period
- Application form can be collected from Student Services from the end of term 1
- A student must demonstrate a high standard of classroom behaviour and participation; complete all necessary classwork and to perform at a level consistent with the student's ability.
- Students may apply for a maximum of one certificate per semester.

**SILVER AWARD**

- Student must have obtained a Bronze award.
- Over a 20-week period
- Students must achieve and maintain a high standard of classroom behaviour and participation.
- Students must contribute positively to at least two school extra curricula activities and get the supervising teacher to endorse their application. Activities may include SRC, cultural activities, representative sport, special duties, involvement in competitions, school service.

**GOLD AWARD**

- Student must have obtained a silver award. Students eligible for a silver application will be issued an application form from the office.
- Over a 30-week period
- The student must demonstrate that they have excelled in **APPLICATION** and **EFFORT** in at least one of the following areas: **ACADEMIC, SPORTING, SCHOOL COMMUNITY, LEADERSHIP OR PARISH LIFE**. The student must get the supervising teacher to endorse their application.

DIAMOND AWARD

This is an award presented at the end of the school year. Candidates must have a **GOLD AWARD** to apply and must see their House Coordinator for an application form. Students must have achieved **OUTSTANDING SUCCESS** in at least one of the following areas: **ACADEMIC, SPORTING, SCHOOL COMMUNITY, LEADERSHIP OR PARISH LIFE**. The school leadership team meet, assess each application and make a final decision on the successful candidates.

BEHAVIOUR MANAGEMENT PROCEDURES

The management of student behaviour is based upon the Wellbeing and Pastoral Care Policy which seeks to promote a respectful, safe and healthy environment in which students grow to be discerning, self-disciplined and contributing members of society. It is important to note that:

- The Principal reserves the right to exercise discretionary powers in all aspects of discipline.
- **St Pius X High School does not support corporal punishment as a form of discipline**
- Where appropriate, St Pius X uses the **restorative justice model** based on the Gospel values of forgiveness and reconciliation to foster the resolution of conflict.
- Procedural fairness is a basic right of all individuals and the principles of procedural fairness will always be followed.
- Not all behaviours are of the same degree.
- Teachers as managers in their classroom are expected to use appropriate student management strategies in dealing with inappropriate behaviour from students.

Teachers may request intervention from the leadership team in managing a situation. These may include:

- Studies Coordinators for management issues within the classroom.
- Student Coordinators for management issues outside the classroom.
- Liaison between the Student and Studies Coordinators takes place when necessary.

Minor Infringements

Minor infringements are dealt with by the teacher using classroom management strategies such as warnings, changes to seating arrangements, playground clean up, individual teacher's lunch or recess detention, time out from the playground. Teachers will document the incident using an Attitude/ Behaviour Chronicle entry. Only Studies and Student Coordinators have visibility to this chronicle entry. **Compass Parent Notifications** are used to inform parents of a concern regarding behaviour and/or academic performance within a subject.

Examples of Minor Infringements:

- Not being prepared for class (equipment etc.)
- Calling out in class inappropriately
- Littering
- Disruptive behaviour

According to the BYOD procedures students using mobile phones inappropriately will have their phone confiscated for the remainder of the day and a chronicle note entered on Compass.

Lunchtime Detentions

School lunchtime detentions are held Monday to Thursday. They are supervised by one of the Assistant Principals.

Lunchtime detentions will operate in this way:

- Teachers will inform the student of a lunch detention and add a chronicle entry on Compass
- The lunch detention will appear on the student's daily schedule
- Students must be on time for detention (Lunch 1) in room 404
- Students must observe strict silence during the detention
- Five lunchtime detentions in will result in a Compass notification to parents requiring them to contact their child's Student Coordinator for further details.

Examples of breaches which may result in a lunchtime detention include:

- out of bounds
- not prepared for class (repeatedly)
- eating/drinking in class without permission
- failure to attend an individual teacher's detention
- unexplained late arrival to class/school
- out of uniform
- working unsafely
- disruptive behaviour (repeatedly)

Continuation of these behaviours by the student will lead to a major infringement. In this case a teacher may need to consult with their Studies Coordinator about the situation.

Major Infringements

Major infringements are behaviours from students that are in serious conflict with the school expectations of a respectful, safe and inclusive environment for all members of the school community.

Parents are notified through Compass when an Afternoon Detention is issued. Afternoon Detentions are held on Tuesday and Thursday from 3.15 pm – 4.00 pm in room 404.

Afternoon detentions are supervised by Coordinators and operate in this way:

- Teachers will inform the student of an afternoon detention and add a chronicle entry on Compass
- At the detention students present the supervising Coordinator with a printed copy of the parent email notification signed by the parent.
- Failure to observe detention rules may result in a further detention

- **As per conditions of enrolment detentions must be completed. Refusal to attend an afternoon detention will result in the matter being referred to the Assistant Principals and possible suspension.**

Infringements may include:

- Interfering with another student's or teacher's property
- Truancy (per lesson missed)
- Repeated disrespect/disobedience
- Bullying/cyber-bullying
- Persistent lunch detentions
- Spitting
- Throwing objects that may cause harm or damage
- Swearing
- Breaking the 'hands off' rule
- Any behaviour that affects the school's reputation
- Other activities deemed serious by the school authorities

*The "Hands off" rule is that no student is permitted to put their hands on another student, their property or school property in a manner **that may cause harm**. In the case of damage to personal and school property, the school may request for rectification of the damaged property.*

Items not to be brought to school:

If students are found to have the following items at school, the items will be confiscated, and an appropriate school community service consequence will be issued.

Aerosol deodorants, lighters etc. (these are dangerous for asthma sufferers)
permanent markers, chewing gum/bubble gum, liquid paper.

- Afternoon Detentions are notifications to parents of unacceptable behaviour. If a parent is concerned about the matter, they must contact the teacher who has issued the afternoon detention (see complaints and grievances procedures).
- Any permanent/temporary teacher can issue afternoon detentions.
- If a student receives five Afternoon Detentions – in the year, the student will be automatically referred to the "Student Review Panel".

Student Review Panel

The Student Review Panel consists of the Assistant Principal and the Student Coordinator. Parents are to attend. The function of the Student Review Panel is to

review the conduct of a student who has received five Afternoon Detentions or who is continually in breach of school expectations.

Student Review Procedures

- Appearance before, or scrutiny by, the student review panel is a very serious matter.
- A student shall be referred to the Student Review Panel by their Student Coordinator.
- Parents will be notified of their required attendance.
The student is interviewed, and all parties agree to a student contract of acceptable behaviour. This will include a review date.
- There may be recommendations for other courses of action (including suspension) when necessary.
- The student, parent and Assistant Principal must sign the agreed contract.
- A student's right to attend excursions and representative opportunities during the review period may be removed.

Serious Offences

Where there is a serious breach of school expectations or where harm is caused to a teacher or student the principal may suspend or expel a student (refer to CSO Suspension/Expulsion Policy) in accordance with standards of procedural fairness.

A serious offence is defined as activity or behaviour that:

- Seriously undermines the Catholic ethos of the school
- Is considered unlawful such as stealing, filming others without permission
- Consistently and deliberately fails to comply with any direction of a teacher
- Is offensive, or dangerous to the physical and/or emotional health of any staff member or student
- Consistently and deliberately disrupts the learning environment of other students
- Involves significant damage to the school or personal property

Students involved in violence at school may be suspended from school while a thorough investigation is conducted. This is to ensure the safety of all members of the school community and is in accordance with CSO Suspension and Expulsion Policy. Those students involved in provoking, filming, and/or sharing images of violence via social media will also receive consequences. Parents will be advised of their rights to contact the Police regarding any incidents of assault.

Banned Substances and materials:

The use, possession and/or selling of the following items means immediate referral to the Principal for consideration of suspension/expulsion and police notification.

Alcohol and Cigarettes

Illegal drugs

Vaping

Illegal items such as knives, weapons, firecrackers, explosives and spray cans.

This list is not exhaustive and encompasses any dangerous/illegal substances.

NOTE

Some serious offences are by their nature can be considered criminal. Schools are obliged to observe legal requirements in such cases. For further information and guidance, refer to:

- Child Protection Policy, (updated 2016)
- Guidelines & Procedures for Child Protection Procedures (updated 2016)
- School Discipline Policy (updated 2013)
- CSO Wellbeing and Pastoral Care Policy (2017)
- CSO Suspension, Expulsion and Exclusion Policy (2019)
- Ombudsman Amendment (Child Protection & Community Services) Act