



Student Welfare, Enrolment & Attendance Compliance Policy

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Casino Christian School Policy #
004

Date Last Reviewed
2019

Date for Future Review
2024

Source of Obligation

The NSW Registration Manual (3.6.2) requires the School to provide a safe and supportive environment by:

- having in place policies and procedures that provide for student welfare
- maintaining a student enrolment and attendance register.

Safe Environment

A safe environment for students is one where the risk of harm is minimised, and students feel secure. Harm relates not only to dangers in the physical environment, involving such matters as architecture and construction, lighting, space, facilities and safety plans, but also refers to violence, physical threats, verbal abuse, threatening gestures, sexual harassment and racial vilification.

Supportive Environment

A supportive environment fosters the social, academic, physical and emotional development of students. A supportive environment is one in which:

- students are treated with respect and fairness by teachers, other staff and other students
- members of the School community feel valued
- effective teaching and learning takes place
- positive support and encouragement are provided by members of staff and students
- non-discriminatory language and behavioural practices are defined, modelled and reinforced by members of the School community
- consultation takes place on matters relating to students' education and welfare.

Student Welfare and Attendance Policy Framework

Student welfare encompasses the mental, physical and emotional wellbeing of students. Provisions for attendance are integral to providing for student welfare.

Casino Christian School has developed a comprehensive policy framework designed to provide for student welfare and attendance.

The list of key policies is set out below:

- Security
- School Security (Building and Grounds)
- Evacuation Procedures
- Lockdown Procedures
- Supervision
- Supervision (General)
- Supervision and Inspection - Playground
- Excursions Policy
- Code of Conduct and Behaviour Management
- Code of Conduct (Staff)
- Student Code of Conduct
- Bullying Prevention and Intervention
- Counselling Services (Student)
- Student Leadership Policy

- *Critical Incident* (Emergency Situations Response)
- Complaints Handling
- Complaints Handling Policy
- Complaints Handling Program
- Pastoral Care
- Pastoral Care Policy
- Students with Special Needs Policy
- Medication Administration
- Homework Policy
- Enrolment and Attendance
- Student Enrolment Policy
- Student Attendance Policy
- Student Achievement Data
- Quality of Educational Program (Record of Achievements and Engagement in Learning)
- Truancy Policy
- Stakeholder Communication
- Parent Communication and Involvement Policy

Additional policies can be found in our Student Duty of Care Program and work health and safety Program.

Casino Christian School has also developed a comprehensive Child Protection Program.

Staff Training

Training with respect to student welfare issues is provided to all staff who have direct contact with students.

Teachers' Responsibilities

To support teachers in attaining and maintaining Proficient Teacher accreditation, the School encourages teachers to ensure students' wellbeing and safety within the School by implementing School, curriculum and legislative requirements.

To support experienced teachers in attaining and maintaining Highly Accomplished Teacher accreditation, the School encourages experienced teachers to initiate and take responsibility for implementing current School, curriculum and legislative requirements to ensure student wellbeing and safety.

To support highly experienced teachers in attaining and maintaining Lead Teacher accreditation, the School encourages highly experienced teachers to take responsibility for:

- evaluating the effectiveness of student wellbeing policies and safe working practices using current School, curriculum and legislative requirements
- assisting their colleagues to update their practices.

Implementation

This policy is implemented through:

- CompliSpace Assurance, where individuals are allocated responsibility to action all obligations in accordance with this policy

- our internal training programs.