

## STUDENT WELFARE POLICY

### Context

Christian Brothers' College St Kilda (CBC St Kilda) is a Catholic school for girls and boys in the Edmund Rice tradition, established in 1878. CBC St Kilda is committed to providing a caring, supportive and safe environment where every student has a place, a voice and their story is known. As a Catholic school in the Edmund Rice tradition, our Christian values are those expressed in the Touchstones of our governing body, Edmund Rice Education Australia (EREA): Liberating Education, Gospel Spirituality, Inclusive Community, Justice and Solidarity. The charism of Blessed Edmund Rice expressed through these touchstones, underpins our continued commitment to a safe and inclusive environment for all, providing a preferential option to those at the margins, to grow in empathy and to respond in faith and action.

### Rationale

CBC St Kilda is committed to being a place of welcome and safety for students and their families. The welfare of each CBC St Kilda student is our foremost priority and we are committed to strengthening the wellbeing and learning outcomes of all students within a safe, inclusive and respectful learning environment.

### Principles

The Education Training and Reform Regulations 2017 (sch 4 cl 12) require that the College must ensure that the care, safety and welfare of all students attending the College is in accordance with any applicable State and Commonwealth laws, and that all staff are advised of their obligations under those laws.

### Senior Secondary Colleges

The Education Training and Reform Regulations 2017 (sch 8 cl 3) require that:

- a senior secondary education provider must have policies and procedures in place that are consistent with any relevant legislation to ensure the care, safety and welfare of students and the provision of opportunities for students with special needs to access courses; and
- if two or more senior secondary education providers share the responsibility for providing an accredited senior secondary course or its components to a student, each of those providers must have procedures in place to identify and satisfy the legal duties owed to the student while the student attends, travels between or undertakes an excursion with the providers.

### Policy Statement

CBC St Kilda has a range of student welfare and safety policies designed to ensure the care, safety and welfare of all students at the College. All staff are advised of their obligations under relevant laws, including child protection and occupational health and safety laws, at induction and then on an ongoing basis at least annually or when necessary.

In addition to a high-level Student Duty of Care Policy which explains the duty of care owed to our students and how staff are required to discharge their duty of care, the College has developed a complete Student Duty of Care Program which addresses specific student care, safety and welfare issues at the College.

### **Procedures**

Our policies on student welfare are detailed in our Student Duty of Care Program and include:

- Student Welfare & General Safety Policies
- Bullying Prevention & Intervention
- Cyber Safety
- Harassment Policy (Student Against Student)

(See also College Complaints Policy and procedures).

### Student Safety

Our policies on student safety are detailed in our Student Duty of Care Program and include:

#### On-Site Supervision

- Supervision (General)
- Supervision & Inspection – Playground

#### Off-Site Supervision

- Excursions Policy – Master

#### Safety and Welfare (External Providers)

- External Education Provider Policy

#### Bushfire Management

- Emergency Bushfire Management Policy

### Student Care

Our policies on student care are detailed in our Student Duty of Care Program and include:

- First Aid and Medical Treatment
- Medication Administration
- Current Register of Staff Trained in First Aid
- Medical Records
- Medical Health Care Plans
- Anaphylactic Shock Management

### Child Protection

In accordance with the Victorian Child Safe Standards and Ministerial Order No. 870, the College has developed and implemented a complete Child Protection Program. This Program enables the College to effectively manage the risk of child abuse in all College environments, promptly and appropriately respond to all allegations of child abuse, meet our duty under the Wrongs Act 1958 to take reasonable precautions to

prevent the abuse of a child and maintain a zero tolerance approach to child abuse. Refer to the Child Protection: Managing the Risk of Child Abuse Policy for more information.

#### Additional Student Welfare Policies

Our additional policies on student care, safety and welfare are detailed in our Student Duty of Care Program and include:

- Accident Management
- Capturing Records of Student Injuries/Harm and Near Misses
- First Aid Policy and Procedures
- Information & Communication Technology (ICT)
- Critical Incident (Emergency Situations) Response Plan
- Emergency Management Plan

#### Students with Special Needs

Students with special needs are afforded the same access to courses in accordance with our Disability Discrimination Policy.

CBC St Kilda is committed to making reasonable adjustments for students with special needs. Individualised programs will also be developed for students with disabilities in consultation with parents/carers and relevant experts, to ensure access to courses.

#### Shared Responsibility for Courses with Other Providers

Where the College shares responsibility for a senior secondary course with another provider, we maintain a copy of the written agreement between the providers that states how each party manages its legal obligations for these students. This includes how each student attends the course, travels between the providers, or goes on excursions.

#### Documentation

The College maintains documentation in relation to our responsibilities to students with special needs who access senior secondary courses.

This documentation is maintained by the Learning Diversity Leader and copies of all documents are stored on the staff collaboration drive.

#### Communication

These policies and procedures are communicated to staff, students, guardians, parents and the College community through:

- the College website
- the Staff Manual and Staff Complispace PolicyPlus site
- the College Handbook (Parents and Students)
- announcements in the College newsletter.

#### **References**

- Pastoral Care Policy
- Supervision (General) Policy
- Child Protection and Safety Policy

- Student Duty of Care Policy
- Excursion (Off-Site Supervision) Policy

**Review**

This policy will be reviewed December 2023.