



Annual Implementation Plan

PASTORAL CARE AND WELLBEING 2019

Goal 1: Embed school wide pastoral care and social emotional learning programs that promote wellbeing of all students and a strong sense of belonging and connection.

Focus area	Strategies / Actions this year	Performance measures	Leadership and resources	Timing
Organisation and Culture	Develop a term overview of YCDI topics to ensure coverage and completion	Planning documents	DP, Curriculum Coordinator, Pastoral Care & Wellbeing (PC&W) Leader	Term 1, ongoing
	Ensure that resources are available for each year level specific to YCDI Education	Resource log	Wellbeing Committee	ongoing
	Create a forward plan of engaging and interactive items to present and teach during YCDI assemblies	Planning documents	Wellbeing Committee	ongoing
	Allocate regular YCDI Staff Meetings on Agenda for Staff Development, reporting back and review of YCDI at St Mary's	Staff Meeting Agenda	DP and Wellbeing Committee	Once per term
	Conduct a survey to assess staffing satisfaction with YCDI implementation	Survey	Wellbeing Committee	Once per semester

	Communicate via the newsletter with information about the Five Keys to Success and Happiness; Persistence, Organisation, Confidence, Getting Along and Resilience and class stories of implementation	Newsletter	Wellbeing Committee	Twice per term
	Purchase school icons to promote the YCDI values visually throughout the school	Photos of displays, resource log	Wellbeing Committee	Ongoing
	At each fortnightly YCDI Assembly, each teacher gives out awards focusing on particular value	Record of awards	Wellbeing Committee	Fortnightly

Goal 2: Implement and embed structures and procedures that support and promote the health and wellbeing of staff, students and families.

Focus area	Strategies / Actions this year	Performance measures	Leadership and resources	Timing
Active Promotion of care and wellbeing	Invite new members to be part of school based SRF 'Wellbeing Committee' including members from a range of areas across the school that meets regularly	Wellbeing Members named and displayed in staff room	PC&W Leader Team members	Beginning 2019
	The Wellbeing Team works collaboratively to review the goals and strategies in 2019 Pastoral Care and Wellbeing Action Plan	Meeting minutes	PC&W Leader Team members	Once per term
	A Team Member attends regular Wellbeing Network meetings	PC&W Leader to attend – notes shared with team	PC&W Leader	Once per term
	Maintain a strong and active social committee that schedules regular staff events.	Two events/term – one formal, one informal	Social Committee overseen by Principal	establish beginning of 2019
	Allocate a mentor for each new staff member and ensure there are regular and sustained meetings to assist in the induction and mentoring process	Establish first term. Allocate regular meeting times	Principal and DP to oversee	Fortnightly meetings until probation period has expired (6 months)
	Communicate regularly with newly appointed School Based Counsellor and ensure open lines of	Counsellor meet Principal weekly,	Principal, Counsellor and	Varied – weekly with

	communication between counsellor, families, staff and leadership	communicate with families and staff, attend and inform Team of trends and assistance needed	DP	Principal, needs basis with staff and families, twice termly with team
	Wellbeing team monitors children at risk (those who don't qualify for funding); their needs and access to appropriate support and intervention	Notes from meetings	Wellbeing Team Inclusion Support Coordinator School Counsellor	Twice termly
	Newly appointed School Based Counsellor to be available in the staffroom at recess on Wednesday and in the Counsellor's Room at lunchtime in order to be available for private conversations with teachers	Feedback from counsellor on staff demand	Julie to communicate to staff	beginning of 2019
	Assist P&F in the facilitation of at least one parent representative per class to liaise with other parents and promote school events. Ensure staff are aware of who is representing their class	Parent rep for each class	Principal, DP, P&F	beginning of 2019
	Fortnightly morning tea for all staff to celebrate personal and professional successes. A morning tea roster is allocated to staff where they bring food and some small prizes.	Planning document	Wellbeing Team members	beginning of 2019
	Continue to focus on social groups and explicit teaching of strategies through small group intervention and	Notes from sessions	PC&W Leader, Inclusion Support	beginning of 2019

	Dramatherapy		Coordinator	
	Staff resume Wellbeing PD using the NESLI program	Module completion	Principal, Wellbeing committee leader	Twice per term

Goal 3: Adopt a whole school approach and work in partnership with families to promote positive behaviours, student wellbeing and holistic development for all students.

Focus area	Strategies / Actions this year	Performance measures	Leadership and resources	Timing
Active Promotion of care and wellbeing	Allocate regular Positive Behaviour items of the staff meeting agenda	Staff meeting/ agenda	DP, committee leader	Twice per term
	New and existing staff at PD day at the beginning of the year will need to be reminded of the school wide Positive Behaviour policies, procedure charts, matrix, 4 R's, YCDI, minor/ major behaviour forms, Spirit Cup tokens, Teams, Spirit Cup Fun Day.	Agenda	DP, Wellbeing committee	Term 1
	Parents and community members are to be informed of our Positive Behaviour approach and expectations	Presentation documentation	PC&W leader, classroom teachers	Parent info nights Term 1
	Consistent and regular communication to families of the Positive Behaviour Expectations in class and school newsletter.	newsletter	Wellbeing committee	Twice per term
	A forward plan implemented to map our Positive Behaviour focus for each term and matching explicit teaching expectations	Planning documentation	Wellbeing Committee	beginning of 2019
	Ensure that resources are available for each year class based on the 4 R's focus.	Resource log	Wellbeing committee	Term 1
	Implement teaching and consistent language through positive behaviour lesson plans and YCDI assemblies	Planning documentation and resources	Wellbeing committee	beginning of 2019

	Purchase/create Positive Behaviour Matrixes to be displayed around the school and play areas	Photos, displays, resource log	Wellbeing committee	ongoing
	Purchase YCDI characters to be worn by student leadership team to be worn during assemblies, special occasions and when introducing a new behaviour focus (4 R's)	YCDI/ 4R mascots	Wellbeing committee	beginning of 2019
	Tokens to be photo copied onto the matching colour of the 4 R's focus	Resource log	Wellbeing committee	beginning of each term
	Classrooms will have their own token collecting tub to make it simple to count and collect	Resource log	Wellbeing committee	Term 1
	Golden token will be draw out at each Friday assembly or Monday afternoon assembly	Resource log	Wellbeing committee	Term 1;ongoing
	Token scores will be tallied and announced at each Friday morning or Monday afternoon assembly	Documentation	Wellbeing committee	Term 1; ongoing
	Each team will be given the opportunity to win the Spirit Cup and the Fun day at the end of the term	Record keeping, planning documentation	Wellbeing committee	Term 1; ongoing
	Re-establish a Positive behaviour committee to organise and run the Spirit Cup Fun Day	PBS members displayed in the staffroom	Wellbeing committee	By the end of term 1
	continue use of minor behaviour/ major behaviour form within each classroom	Resource log, Planning documentation, displays	PBS committee	End of term 1
	Explicitly model Minor/ Major behaviour forms to the school at a YCDI/PBS assembly	PowerPoint presentation	PBS committee	Term 1

	Create resource charts "how to fill in a minor behaviour form", school matrix, consequence flow chart for each class (including specialty classes)	Resource log	PBS committee	Term 1
	Research a system to track and monitor playground behaviours	School policies from other schools, current research	PBS committee, DP	Semester 1
	Implement a playground behaviour management system	Planning documents	PBS committee, DP	Semester 2
	Implement a reporting system where teachers can manage and keep record of students minor behaviour forms	Procedure document	DP PBS committee	Semester 1
	Investigate a process of counting positive behaviour consequences to review the ratio between positive and negative enforcement (possibly Class Dojo)	PBS school policy documents and procedures, current research	DP, PBS committee	beginning of 2019
	Positive Behaviour PD for staff members	PD documentation	DP	Term 2