

St Bede's College Boarding House

Student Wellbeing Procedure



Objective:

When managing issues pertinent to student wellbeing the needs and rights of the child are always paramount. Staff foster positive relationships and actively work to seek and affirm the strengths in each young man whilst at all times engaging with the whanau and college where applicable.

This procedure includes guidelines for staff when managing the diverse situations that could arise within the boarding school to provide appropriate and meaningful outcomes for all stakeholders.

Guidelines:

St Bede's College Boarding House staff favour a positive approach to the care and management of its students that is based on Positive Psychology and Restorative Practices. Staff work to create an environment where students develop self-awareness and self-control where the desire to support and contribute to the community outweighs the benefits of making misinformed choices. This occurs through daily interactions, coaching within ako groups.

Where students do not reach Boarding House expectations there are numerous courses of action that may be taken that reflect the level of offending whilst taking into account other contributing factors. Dorm masters and supervisory staff manage the day-to-day minor incidents through coaching and conversation. Team Leaders manage ongoing minor issues or issues more serious in nature that typically involved a breach of Health and Safety, and/or Policy and Procedure. The Director of Boarding (and Deputy Rector where required) manage on-going and/or serious issues, and is available to students who feel they need a second opinion.

All incidents, pastoral concerns, ako group meetings, positive behaviours, and any other related material that contributes to the wellbeing of students in our care is to be documented at the earliest convenience on the onBoard Management System.

Referral – low level

Students who persistently and/or consciously make a poor choice through action or words are referred to either of the Boarding Team Leaders. This referral can either take place immediately should the staff member involved decide that it is a necessary step for the health and safety of others, or will take as soon as practicable. As part of the referral, there is a make good aspect which could involve;

- Conversation to repair relationships
- A consequence (i.e service time)
- Restorative meeting

Boarding Team Leader – middle level

Middle level offences are handled by the respective Boarding Team Leader. Dependant on the context, prior behaviours, the following could be used as a means for consequence;

- Loss of privilege
 - Grounding: The loss of casual leave
 - Gating: The loss of all leave and privileges. In this instance students cannot attend sport or any other activity. A consultation with parents is made prior to this being enacted.
- Service, Restorative Practices
- Parent/Whanau conversation

Serious/On-Going

Any behaviour deemed serious in nature must be reported to the Boarding Team Leader and Director of Boarding immediately and an incident report completed in onBoard. The Director will support staff to manage the incident to ensure the safety of all parties before contacting the Deputy Rector if this is deemed necessary. Should there be no Boarding Team Leader on active duty, the on call manger or Director of Boarding must be contacted.

For serious issues, or those that are on-going in nature the Director of Boarding and Deputy Rector determines the most appropriate course of action.

This could include:

- Family conference
- Setting of contracts, alternative programmes and other support measures
- Stand down or expulsion from the Boarding House – Refer to Stand-down, Exclusion and Expulsion Policy.

Anti Violence/ Bullying

The Boarding House has a policy of zero tolerance toward bullying and violence. Students who persist with these behaviours face severe disciplinary action. Any student who is the victim of bullying or sees a bully in action is encouraged to report it confidentially to a staff member, or senior student. If students are being bullied, or know of an incident they are encouraged to do one of the following:

1. Report incident to the Boarding Team Leaders, and/or Director of Boarding and/or Deputy Rector
2. Report incident to a supervisor or Dorm Master
3. Report the incident in Ako group meetings
4. Report the incident to a mentor, or senior student
5. Report the incident to the school guidance counsellor, or member of staff

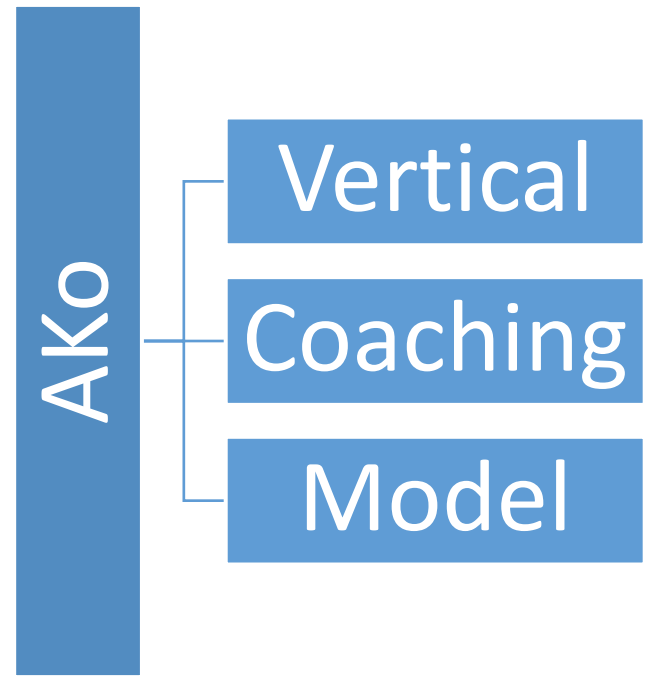
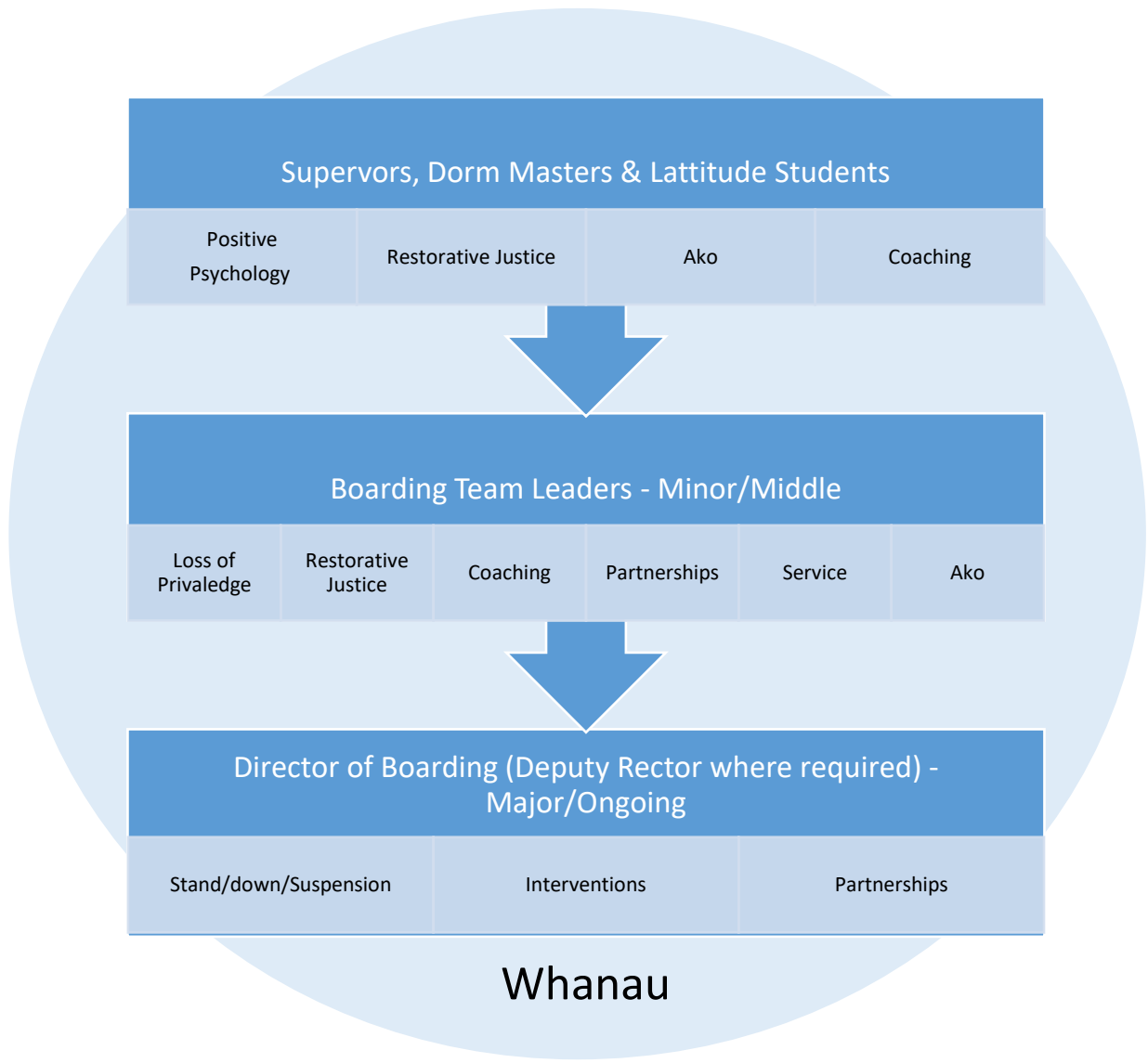
All incidents are taken seriously and dealt with in a confidential and appropriate manner.

Searching the Rooms and Person Property

Refer to Surrender and Retention Policy.

The wellbeing framework below outlines the collaborative approach the Boarding House uses when caring for the students with particular reference to the whanau playing an active role throughout all levels of support.

Wellbeing Framework



Supporting Documents:

- Child Protection Policy
- Relationships and Ill Treatment Policy
- Search and Seizure Procedure
- Health and Safety Policy
- Staff Dormitory Procedures
- Professional Boundaries Procedure