# Behaviour Support and Management Plan

Mannering Park Public School

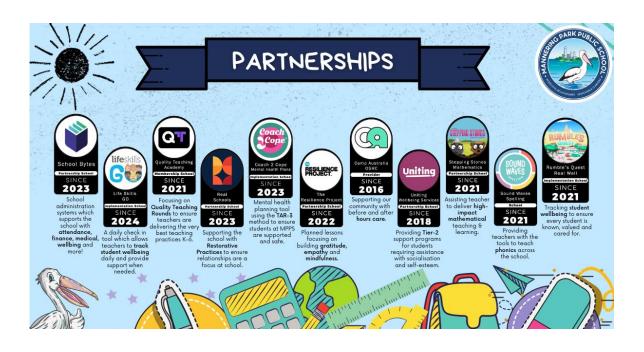


Updated for 2025



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#### **Behaviour Support and Management Plan**





#### Mannering Park Public School

Year:2025Network:Lake Macquarie EastPrincipal:Melanie Elks

#### Overview

Mannering Park Public School strives to provide an inclusive and supportive environment for students, families, staff and community. The school implements school-wide **Positive behaviour for Learning (PBL)** practices which focuses on the core values of *Responsible Learners, Respectful Relationships*. As part of this approach to wellbeing, the school has a designated PBL team which is made up of classrooms teachers, school leaders, SLSOs and the Principal. The school uses PBL to reinforce positive expectations using a school-wide matrix, fast and frequent rewards (called PIPs), all-inclusive rewards days, assemblies of recognition and management flowcharts for all staff.

The school has partnership with **The Resilience Project** and *Real Schools* focusing on **Restorative Practices**. These programs focus on the delivery of GEM principals (*Gratitude, Empathy and Mindfulness*) as well as restorative conversations and strategies.

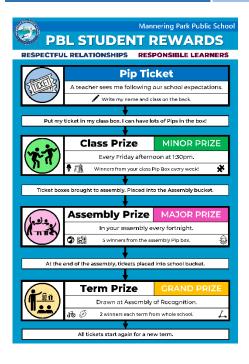
Every class utilises **Life Skills Go**, an online program that integrates into School Bytes. It enables teachers to track every student's readiness for learning and emotional state through an online check-in system. Teachers have access to a real-time dashboard which helps drive check-in circles, 1:1 check-in conversations and G.EM lessons. Teachers use this data to facilitate conversations with parents/carers and provide potential pathways into developing **Mental Health Calming Plans** for students.

The school also recognises the need to support targeted individuals with their wellbeing. Several initiatives are implemented each year through the Learning & Support team, Counselling team and external providers. These include (but are not limited to) **Drum Beat** (resilience through music), **Didge Group** (Aboriginal culture for boys), **Better Buddies** (Kindergarten mentoring), **Cool Kids** (anxiety program), and **social skills programs** (playground relationships).

This plan is updated annually by students, staff and community. The school utilises an annual **Student** and **Parent Survey** to ensure the plan is relevant to all students and families, and to value the voice of parents and carers. The staff complete their **SAS**, and the PBL team update the school's **Action Plan** to help evaluate the effectiveness of our approach to wellbeing.

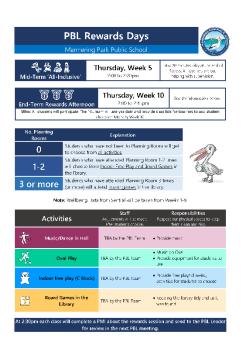
# **Promoting Positive Student Behaviour**

Initiative	Where?	Description
Fast and Frequents (PIPs)	All-settings	Small tickets given to students who are following school-wide expectations.
Restorative Conversations	School, Community & Planning Room	Restorative conversations allow the teacher to demonstrate empathy, teach children how to resolve conflict, and most importantly, allow students to have a voice.
Weekly Class Draw	Classrooms	Weekly Friday draw from PIP ticket box, teachers select 2-3 students to receive a prize.
Fortnightly Stage Draw	Assemblies	All classes empty their PIP boxes into a larger barrel. Names are drawn for prizes.
Termly School Draw	Assembly of Recognition	All the PIPS from the term are put into a large barrel. Names are drawn for major prizes at the end of term.
Classroom Rewards	Classrooms	Each teacher utilises their own whole-class rewards system each week which may result in extra play etc.
All-Inclusive (Week 5)	End of Recess	All students engage in extra 20 minutes of play to recognise their learning and approach to wellbeing.
End of Term (Week 10)	Thursday afternoon	A three-tiered approach based on major behaviour and planning rooms. All students get a different tiered reward.
Assembly Merit Award	Assemblies	Students are recognised for their outstanding efforts in fortnightly assemblies. Names go into the newsletter.
Term Awards	Assembly of Recognition	End of term merit awards for recognition towards learning and wellbeing in every class.
Student/Class of the Week	Various	Used by the Principal to recognise outstanding approach to learning or wellbeing. These are often posted to the school's Facebook page and newsletter.











# **PBL Expectation Matrix**

# Mannering Park Public School





#### **Responsible Learners**

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#### **Respectful Relationships**

- I do my best
- I follow instructions
- I am organised and prepared
- I am always safe

- I use my manners and talk nicely
- I keep my hands and feet to myself
- I listen to others
- I am honest

	I am a <b>Responsible</b> Learner	I have <b>Respectful</b> Relationships
Classrooms	<ul><li>Stay focused and on task</li><li>Use equipment properly</li><li>Ask for help when needed</li></ul>	<ul><li>Look, Listen and Learn</li><li>Wait for your turn</li><li>Be nice to others</li></ul>
Eating Time	<ul> <li>Eat my own food</li> <li>Sit at lunch seats</li> <li>Look after my own things</li> <li>Put rubbish in the bin</li> </ul>	<ul><li> Quiet conversations</li><li> Wait and listen to adult instructions</li><li> Be nice to others</li></ul>
Computer Room	<ul> <li>Use a quiet voice</li> <li>Use appropriate apps and websites</li> <li>Treat the equipment with care and respect</li> </ul>	<ul> <li>Listen to instructions</li> <li>Only use your username and password</li> <li>Be nice to others</li> </ul>
Library	<ul> <li>Quiet voices</li> <li>Treat books, furniture and equipment with care</li> <li>Listen to the teacher</li> </ul>	<ul><li>Look, Listen and Learn</li><li>Wait for your turn</li><li>Be nice to others.</li></ul>
Office	<ul><li>Walk in office areas</li><li>Have permission from a teacher</li><li>Remember your message for the office</li></ul>	<ul><li>Use your manners and speak nicely</li><li>Wait for your turn</li><li>Quiet voices</li></ul>
Toilets	<ul><li>Use toilets using break times</li><li>Flush when done</li><li>Wash hands with soap and water</li></ul>	<ul><li>One person in a cubicle at a time</li><li>Knock, wait, enter, close</li><li>Be mindful of personal space</li></ul>
Assembly	<ul><li>Sit quietly in class lines</li><li>Ignore inappropriate behaviour of others</li><li>Clap sensibly</li></ul>	<ul><li>Be an active audience member</li><li>Listen to the speaker</li><li>Eyes to the front</li></ul>
Transitions (throughout the school and afternoons)	<ul><li>Wait patiently for the teacher</li><li>Stay together in class lines</li><li>Walk safely</li></ul>	<ul><li>Quiet voices</li><li>Keep my hands and feet to myself</li><li>Stay on concrete areas and paths</li></ul>
Play Areas	<ul> <li>Wear a hat in sunny areas</li> <li>Follow game rules</li> <li>Walk on concrete areas</li> <li>When the bell goes, finish playing, go to the toilet and line up</li> </ul>	<ul> <li>Use nice words to others</li> <li>Keep hands and feet to self</li> <li>Look out for each other</li> <li>Stay in bounds</li> </ul>
Canteen	<ul><li>Wait in lines patiently</li><li>Join the end of the line</li><li>Have my order ready and money ready</li></ul>	<ul><li>Say 'please' and 'thank you'</li><li>Wait my turn</li><li>Keep my hands and feet to self</li></ul>
Fixed Equipment	<ul> <li>Walk around equipment</li> <li>Be mindful of others</li> <li>When the bell goes, finish playing, go to the toilet and line up</li> </ul>	<ul><li>Take turns</li><li>Use nice words</li><li>Keep my hands and feet to myself</li><li>Be nice to others</li></ul>
Bus and Bus Lines	<ul> <li>Opal card ready</li> <li>Sit on bus benches when eating food</li> <li>No eating or drinking on the bus Stay seated on the bus</li> </ul>	<ul> <li>Play small games while waiting for the bus</li> <li>Speak quietly</li> <li>Listen to the bus driver and teachers</li> </ul>

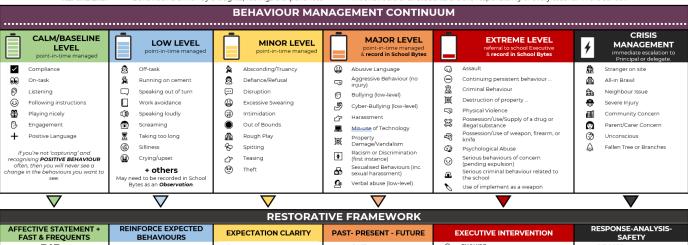
#### BEHAVIOUR MANAGEMENT CONTINUUM

REMINDERS:

Mannering Park Public School

RESPONSIBLE LEARNERS

Reviewed: • Behaviour is driven by thoughts, feelings & experiences • All behaviours of all students are the responsibility of every teacher in the school





#### **CLASSROOM ACTION PLAN**

Mannering Park Public School

All students start each session on green.





When a student comes back from <u>Buddy Class</u>, they go back to blue. Buddy Class incidents are recorded on School Bytes and marked as Further Action Required.

If a student finds their way back to red in the same session, they go to an APs room or

#### **CLASSROOM ACTION PLAN EXPLAINED**

Mannering Park Public School

#### All students start each session on Learning.

- Staff support students to make a U-Turn using reminders, re-direction or explicit instructions.
- If U-Turn cues are effective in helping the student return to Learning, no Warning is necessary. The number and nature of U-Turn cues will differ depending on individual student needs - staff use professional judgement.
- If minor misbehaviour continues or escalates, the student receives one explicit Warning
- If minor behaviour continues or escalates, staff direct students to their designated Cool Off Zone area for 5-10 minutes. Students can work on mindfulness activities that are organised by the classroom teacher. Student conference may occur at the conclusion of this prior to returning to class activities. All classrooms will have a designated Cool Off Zone, however, individual students may have a different zone negotiated with the classroom teacher.
- If minor misbehaviour continues or escalates, staff direct students to Time-Out for 15-20 minutes in an agreed upon Buddy Class. Staff record all Time-Out incidences on School Bytes, select Further Action Required and inform Executive by phone so that Executive can follow-up. Student conference should occur when students return to class.
- When students return from Time-Out they will go back to Learning.
- If a student reaches **Time-Out** in the <u>same session</u>, the student goes to an APs room or office
- If a student refuses to go to Time-Out, an Executive will be called for support.

#### **Behaviour Code for Students**

NSW public schools are committed to providing safe, supportive and responsive learning environments for everyone. We teach and model the behaviours we value in our students.

#### In NSW public schools students are expected to:

- Respect other students, their teachers and school staff and community members
- Follow school and class rules and follow the directions of their teachers
- Strive for the highest standards in learning
- Respect all members of the school community and show courtesy to all students, teachers and community members
- Resolve conflict respectfully, calmly and fairly
- Comply with the school's uniform policy or dress code
- Attend school every day (unless legally excused)
- Respect all property
- Not be violent or bring weapons, illegal drugs, alcohol or tobacco into our schools
- Not bully, harass, intimidate or discriminate against anyone in our schools

Schools take strong action in response to behaviour that is detrimental to self or others or to the achievement of high-quality teaching and learning.

#### **Behaviour Code for Students**

Actions Promoting the learning, wellbeing and safety of all students in NSW Public Schools is a high priority for the Department of Education. We implement teaching and learning approaches to support the development of skills needed by students to meet our high standards for respectful, safe and engaged behaviour.

#### Respect

- Treat one another with dignity
- Speak and behave courteously
- Cooperate with others
- Develop positive and respectful relationships and think about the effect on relationships before acting
- Value the interests, ability and culture of others
- Dress appropriately by complying with the school uniform or dress code
- Take care with property

#### Safety

- Model and follow departmental, school and/or class codes of behaviour and conduct
- Negotiate and resolve conflict with empathy
- Take personal responsibility for behaviour and actions
- Care for self and others
- Avoid dangerous behaviour and encourage others to avoid dangerous behaviour

#### **Engagement**

- Attend school every day (unless legally excused)
- Arrive at school and class on time
- Be prepared for every lesson
- Actively participate in learning
- Aspire and strive to achieve the highest standards of learning

The principal and school staff, using their professional judgment, are best placed to maintain discipline and provide safe, supportive and responsive learning environments. The department provides a policy framework and resources such as Legal Issues Bulletins, access to specialist advice, and professional learning to guide principals and their staff in exercising their professional judgment. In this context the NSW Government and the Department of Education will back the authority and judgment of principals and school staff at the local level.

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# Whole School Approach

Care Continuum	Strategy or Program	Details	Audience		
	PBL	School-wide expectations, Matrix, PIPs.	All students		
	Restorative Conversations	Empathy approach teaching children how to resolve conflict, and most importantly, allow students to have a voice.	Community		
Prevention	Social Play or Groups	Supported by the Learning & Support team to encourage positive social connections.	Younger students		
	Classroom Adjustments	Differentiated, Supplementary, Substantial or Extensive (NCCD)	Students with needs		
	PLaSP or PLP	Plans with specific goals for students which are created with the classroom teacher.	Students with needs Aboriginal students		
	The Resilience Project Lessons	Weekly lessons on Gratitude, Empathy and Mindfulness.	School community		
	Communication with Parents/Carers	Phone calls, emails, texts or Sentral Parent Portal contact.	Parents/Carers		
	Learning & Support Referral/Caseload	Referral made by classroom teacher for additional support and advice.	Students with needs		
	Transition Program/s	Includes high school, Kindergarten, new enrolments and support class.	Students with fleeds		
Early	Staff Communication Meetings	Principal informing staff of students to monitor.	Staff		
Intervention	Learning & Support Teachers	Providing intervention groups focusing on Literacy and numeracy.	Targeted students		
	Behaviour Management Plan	Formal plan using the MAPA escalation scale for proactive behaviour management.	Students with		
	Risk Management Plan	Formal plan when a student is presenting WHS risks in the school.	complex behaviour		
	Health Care Plan	Formal plan to administer medication or to keep staff aware of health needs.	Students with health needs		
	Buddy Class	For students who reach red behaviour level (up to 10 minutes).			
	Time Out (reflection)	For students who are not following repeated instructions by the teacher.	All students		
	Cool-Off Areas	Self-referred areas for students to assist with de- escalation of potential behaviour.			
Targeted	Counsellor Referral	Parent/carer permission for child to access school counsellor.	Students and families		
Intervention	Tier-2 Programs	Various (see overview).	Targeted students		
	AP Learning & Support	manages Access Requests.			
	Functional Behaviour Assessment	Conducted by the Learning & Support AP to assist with antecedent triggers.	Students with at-risk		
	Zones of Regulation	Using the Incredible 5-point scale to assist students in identifying emotions.	behaviour		
	Communication Book	Written communication between classroom teacher and parent/carer.	Students with at-risk		
	Mental Health Calming Plan	Student and teacher write together using the Equi Energy Youth platform.	or problematic behaviour		
	U-Turn Book	Given to students for a week after having two planning room visits.			
	Allied Health Support	In-school support such as OTs and speech (organised by parents or carers).	Students with health		
	DCS	A disability Confirmation sheet to assist with recognised diagnosis.	needs (inc. NDIS) or a disability		
Individual	Access Request	Completed by the school for either Support Class placement or Integrated Funding Support.			
Individual Intervention	Learning & Wellbeing Officer	Provides advice and support to access non- school based resources.			
	Part Day Exemption	A formal plan to assist students with transition back to school.			
	Warning of Suspension	Issued for concerning or repeated behaviours which meet a certain threshold.	6		
	Suspension	Issued for behaviour which endangers others or at risk or repeated major behaviours.	Students with complex behaviour		
	Crisis Management Plan	Developed by the Principal for students and families who're struggling to maintain behaviour.			
	Behaviour Specialist	Accessed through the LWO to assist with strategies for dealing with behaviour.			
	Complicated Caseload	Referred to by the Principal for students exhibiting ongoing, problematic behaviours.			

#### Time Outs, Buddy Classes and Planning Room

Action	When and how long?	Who coordinates?	How are these recorded?
Time Out	Classroom: orange level (2 warnings) 10 minutes maximum	Classroom Teacher	Reflection sheet (kept in classroom)
	<b>Playground:</b> 2 warnings 5 minutes maximum	Teacher on duty	Verbal to student's teacher.
Buddy Class	Classroom: red level (3 warnings) 10 minutes maximum	Classroom Teacher	School Bytes
<b>F</b>	<b>Playground:</b> 3 warnings (sitting) 5 minutes maximum	Teacher on duty	School Bytes
Planning Room	At lunch time using Restorative Framework Determined by student, teacher and AP	Assistant Principal	School Bytes

#### School Anti-Bullying Plan

**The Anti-Racism Contact Officer (ARCO)** is a teacher or executive member of staff who has been nominated by the principal to support anti-racism education in the school.

Our school's ARCO is: Mrs Ryan (Learning and Support Teacher)

#### **Restorative Conversations**

Mistakes and muck ups happen but we can fix them. Choose to keep your conversations **WARM.** 



How does what happened fit with how we do things at our school?

What was I thinking about at the time?
What I am thinking now about what happened?

happened?

Who was affected by what happened?

Was what happened fair to them?

Was what happened the right thing?



Repair

Affect

What do I need to do to repair things?

How will this help put things right?

When can this happen?



How can we make sure this doesn't happen again?

What do you need to start/stop/stay doing?

**Move Forward** If this happens again, what do you think should happen next?

Restorative conversations are a short (5-10 minute) dialogue between two people. Typically, this occurs between a teacher and student; however, it can be used in almost any context including a principal and teacher or staff member.

These are intentional conversations that start off positive and give the student or other party the opportunity to reflect some positive things as well.

Once the concern or issue is stated then both parties work to figure out how to heal the harm. Afterwards, it's always best to have both parties check in a couple of days or a week later to see how things have changed.

**Through a bullying lens:** ongoing bullying issues are often dealt with by Assistant Principals and the Principal. These conversations can take place during Planning Rooms visits, at break times or in the playground. Often, these conversations take place with the students involved, with a follow-up phone call to parents/carers after the meeting. If there is severe or ongoing concerning behaviours, these are passed on to the Principal and are dealt with in more formalised meetings.

# **Professional Learning**

Course	Who?	Виньов	How
Course	vvno:	Purpose	often?
Classroom Management Fundamentals	<ul><li>Classroom Teachers</li><li>SLSOs</li><li>Assistant Principals</li><li>Principal</li></ul>	This eLearning provides the fundamentals to help teachers establish essential good classroom practice. Classroom Management Fundamentals eLearning is divided into five modules: setting the scene, positive classroom environments, establishing your practice, active engagement and responding to student behaviour.	Every 2 years
Restorative Practices	<ul><li> All staff</li><li> Families</li></ul>	Three-year plan to implement Restorative Practices as the underpinning methodology of School Culture. RP is an upgraded version of what you might be imagining and respects both the business and the busy-ness of the contemporary Australian school. Focused on "low investment, high return" changes that trigger both quick wins and sustainable practice commitments.	Every year for 3 years
The Resilience Project	• All staff	Through presentations, student curriculum, teacher resources and digital content, The Resilience Project's Education Programs support mental health in the classroom, staffroom and family home.	Refresher every year
Management of Actual or Potential Aggression Training (MAPA)	<ul><li>Support class staff</li><li>Assistant Principals</li><li>Principal</li></ul>	The Management of Actual or Potential Aggression (MAPA) training is one of the behaviour management training options available for Departmental staff. It provides strategies and skills to safely respond to anxious, hostile or violent behaviour.  The aim of MAPA is to prevent behaviour escalation through non-physical interventions.  Participants are taught verbal and non-verbal strategies to prevent the development of a crisis situation.	Every 2 years
PBL	New PBL team members	Tier 1 Classroom systems of support Tier 1 School-wide systems of support Tier 2 Targeted systems of support Tier 3 Individual systems of support	As needed
8 Ways Aboriginal Learning	<ul><li>Classroom Teachers</li><li>SLSOs</li><li>Assistant Principals</li><li>Principal</li></ul>	This is a pedagogy framework that allows teachers to include Aboriginal perspectives by using Aboriginal learning techniques. In this way, focus can remain on core curriculum content while embedding Aboriginal perspectives in every lesson.	Once Access for new staff
Disability Standards for Education e- learning	<ul><li>Assistant Principals</li><li>Principal</li><li>Support Class Staff</li><li>Learning &amp; Support</li></ul>	A package of e-learning lessons on the Disability Discrimination Act 1992 (DDA), with a focus on the Disability Standards for Education 2005 (the Standards), has been developed to provide professional learning for teachers. These lessons are now a compulsory element of professional learning for principals, DELs and school executive staff as part of changes implemented under the department's Disability Strategy in 2020.	Every 3 years
Online Training Modules (various)	Classroom teachers     Learning & Support	<ul> <li>Supporting Student Wellbeing and Mental Health</li> <li>Understanding Autism Spectrum Disorder</li> <li>Speech, Language and Communication Needs</li> <li>Understanding and Supporting Behaviour</li> <li>Understanding Attention Deficit/Hyperactivity Disorder Anti-Racism Contact Officer Training</li> </ul>	As needed
Functional Behaviour Assessment	<ul><li>Learning &amp; Support</li><li>Assistant Principals</li><li>Principal</li></ul>	Introduction to Functional Based Assessment (FBA) eLearning provides the foundations understanding behaviour and that all behaviour is functionally related to the environment. By understanding why and when behaviours occur educators can develop, implement and evaluate interventions that better meets the needs of the student.	As needed
Code of Conduct	• All staff	The Code of Conduct describes standards of professional conduct that promote adherence to the department's and NSW public sector's values. All employees are expected to exercise sound judgement and live up to both the content and spirit of the Code.	Yearly
Child Protection	• All staff	This training course focuses on recognising and responding to suspected risk of harm to children and young people resulting from problematic and/or harmful sexual behaviour. It also clarifies staff obligations under the reportable conduct scheme in NSW to ensure appropriate, caring and supportive relationships between adults (working in schools) and students. It aims to develop skills and understandings.	Yearly

# **When Completed**

The following are published on our school's website

oximes School Behaviour Support and Management Plan

 $oxed{\boxtimes}$  Anti-Bullying Plan

 $\ oxtimes$  Other: The Resilience Project Overview, PBL resources, Peer Support Overview.

School Behaviour Support and Management Plan				
Date Completed:	4/02/2025			
Completed by:	Melanie Elks and Sarah Robards			
Position(s):	Principal			
Next Review date:	November, 2025			
Next Review date with community input:	November, 2025			
Principal Name:	Melanie Elks			
Principal Approval date:	4 <sup>th</sup> February 2025			

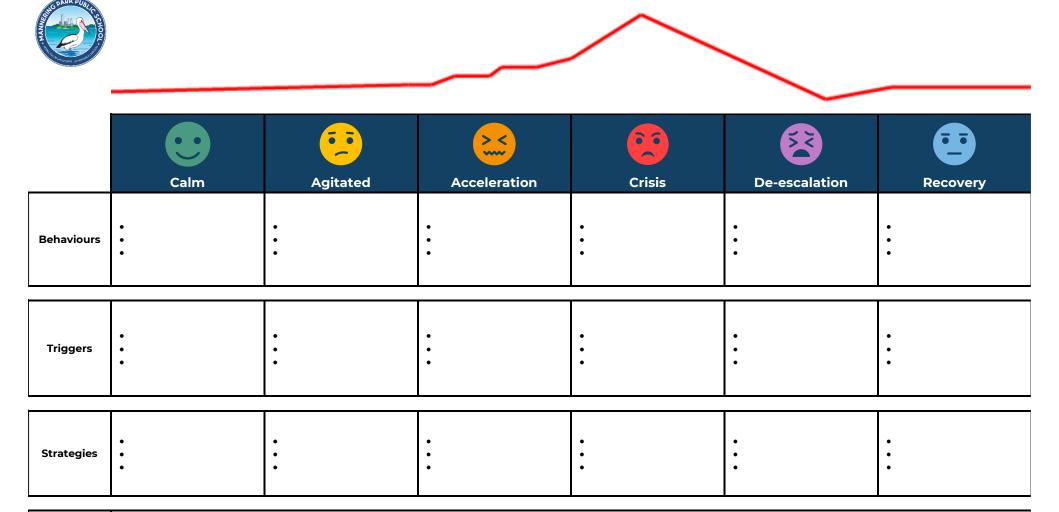


# Appendix

STUDENT DETAI	ILS							PA	ARENT/CAR	ER DETAILS	5	
	Name:							Na	me:			
	Grade:		c	Gender:				Re	lationship:			
	Class:		Т	Гуре:	□ Mainstre	eam 🗆 E	ED MC	Со	ntact:			
	Teacher:		s	Supervisor:				Ex	ternal			
	DOB:		C	Cultural:				Su	pports:			
	Interests:							Ad	ditional:			
PLAN DETAILS												
Plan	Date		Eval	uation	_		Student Sig	anature	Parent/Car	er Signature	Principal	Signature
Plan Start												, 3
First Review												
Second Review												
STUDENT'S VIEW	V							Dat	e:			
How do	you feel about s	school?	Do you		rted at schools and lear		nieve your	Do	you think y	ou are achie	ving your g	goals?
(آءَ)	( <u>•</u>	$\odot$	٠		( <u>•</u> •		$\odot$	( <u>;</u>	ı	( <u>•</u>		$\odot$
1 2	3	4 5	1	2	3	4	5	1	2	3	4	5
Since the last meeti	ng, do you feel that	t you have achieved a	any of your g	goals?								
What else do you th	ink you could do to	achieve your goals?	•									
Is there anything els	se the school could	do to help you achie	ve your goal	ls?								
Are these goals still	relevant, or do you	think they need to c	hange?									
What do <u>you</u> think y	our next goals sho	uld be?										

e meaning of the behaviour			
Context of the behaviour: Describe where, when, who is present, what happens before and after, known triggers and setting events	Function of the behaviour: Describe the underlying goal/purpose of the behaviour and what it is trying to communicate		
Who	When and Where		
meaning of the behaviour			
Context of the behaviour: Describe where, when, who is present, what happens before and after, known triggers and setting events	<b>Function of the behaviour:</b> Describe the underlying goal/purpose of the behaviour and what it is trying to communicate		
Who	When and Where		
	who  who  who  context of the behaviour: Describe where, when, who is present, what happens before and after, known triggers and setting events		

**COMMUNICATION LOG:** Please refer to the Wellbeing section of Sentral/School Bytes



Exit Plan:

<sup>\*</sup> For help with detailed responses to strategies during the escalation cycle, refer to the <u>Behaviour Response Plan</u> in the Behaviour Support Toolkit.

Individual Studer	nt Care Co	ntinuum		Mannering	Park Publ	ic School	ON PARK PUBLIC
Responsible	Learners		Resp	oectful Rela	tionships	:	CHOOL
Student:			Ab:	□и□⋎	Year:	20	The state of the s
Grade:	С	lass:	ESL:	□и□γ	OoHC:		(P)
Disability:		ode:	Additi	onal:			
	□ PLaSP □	Health Care Plan	☐ Ris	k Mang. Plan	☐ Safet	v Plan	
Plans:		Beh. Mang. Plan		nerg. Resp. Plar		ss Request	External Support
							,
Consider	ations of Child/F	Family	Area/s o	f Concern	Forn	nal Parent	Consultation
STUDENT CONTEXT							
	3 Behaviours	Area/:	of Cond	ern	Frequency	/ A	ntecedent
DATA 2.							
3.							
		ARE CON	ITINII	II INA			
	C.	ARE CON	IIINC	JUM			
Prevention	Early Inter	rvention	> Targe	eted Interver	ntion \	ndividual I	ntervention
☐ Classroom Expectations	☐ Teacher/Pare	ent Meeting 🔲	Playgrou	ınd Observation		U-Turn Boo	klet
☐ Fast & Frequents (PIPs)	Dates:		Commu	nication Booklet	t 🗆	Safety Plan	
☐ PBL (Matrix, Flowcharts)	☐ L&W Officer	Notified †	Zones of	Regulation		Risk Manag	ement Plan
☐ Restorative Practices	Dates:		Buddy C	-		Crisis Mana	gement Plan
☐ Wellbeing Lessons	Discussion w	_	Planning				xemption Plan
Social Play or Groups	☐ Cool-Off Zone	_		Observation †		Dates:	
☐ Peer Support ☐ Brain Breaks	☐ Communicat ☐ Transition Pro		Dates:	d Program/s		Dates:	f Suspension/s
☐ Brain Breaks ☐ PLaSP	☐ Learning & Su	_		ALS		Suspension	n/s
□ PLP	☐ Behaviour Ma			rumbeat	Ь	Dates:	, , , , , , , , , , , , , , , , , , ,
☐ Health Care Plan	☐ Risk. Mang. P	J		ulture Group		WHIN Supp	oort •
☐ Classroom Adjustments	☐ Health Care F			her:	_	Reason:	· · · ·
Teacher:	☐ Staff Notificat	tion 🔲	AP Learı	ning & Support		Behaviour	Specialist †
•	Level of Adjus	stments	☐ Fu	ınctional. Beh. A	AS.	Dates:	
	Quality Differentiate  Supplementary Adju	ed Teaching		oservation		AP Learnin	g & Support
	Substantial Adjustm		☐ Co	ounsellor Referra	al	☐ Access	s Request
	☐ Extensive Adjustmen	nt	☐ Su	ipport Meeting		☐ Comp	lex Caseload
Additional			سناه مدا	idual			
Additional Strategies or			Interv	ridual ention			
Information							
IIIIoIIIIatioII			Inforn	nation			

# **Classroom Action Plan**

All students start <u>each session</u> on green.



# Learning

Everything is good and I am able to work.



# **U-Turn**

A little bit unsettled. My teacher reminds me what to do.



# Warning

My teacher reminds me of expectations.



# Time-In

My teacher asks me to go to the Cool Off Zone.



# Time-Out

Buddy Class to reflect and get back to green.

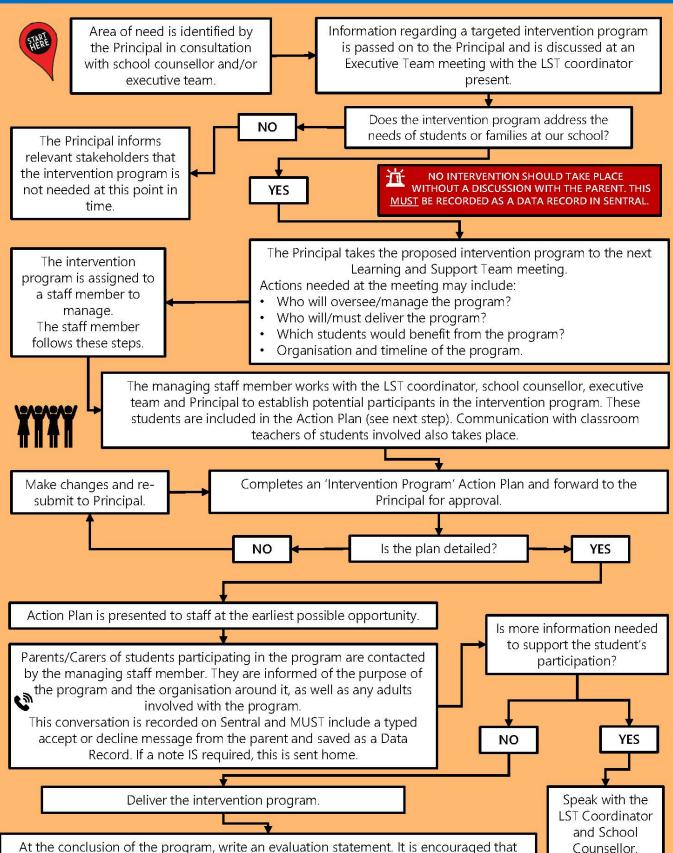
When a student comes back from <u>Buddy Class</u>, they go back to blue. Buddy Class incidents are recorded on Sentral and marked as Further Action Required.

If a student finds their way back to red in the same session, they go to an APs room or office.



# **Intervention Programs**

# Mannering Park Public School



If you find that this flowchart does not address your query, question or concern; please see your direct supervisor.

student voice is included in this statement, along with any pre and post data. Email to the Principal for 'Implementation and Progress Monitoring' in SPaRo.





# STEPS TO SUPPORTING MAJOR OR **CONCERNING BEHAVIOUR**

#### PROACTIVE STRATEGIES TO ENCOURAGE POSITIVE BEHAVIOUR







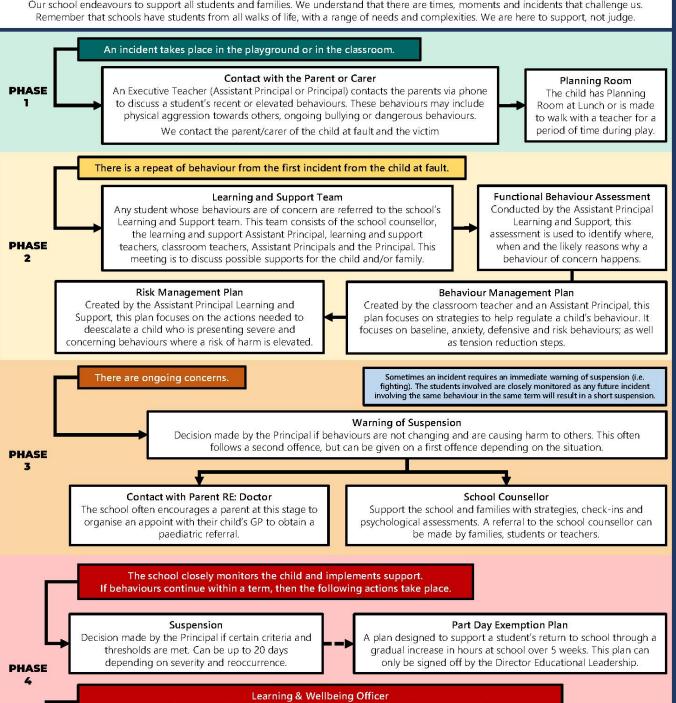




**School-Wide Expectations** 

Assembly Awards

Our school endeavours to support all students and families. We understand that there are times, moments and incidents that challenge us.



Assistant Principal Learning and Support (APLAS)

The APLAS is called upon to observe a student and to help

make recommendations of strategies for the school to

support the child.

Access Request

If a formal diagnosis is completed, then the school may

pursue a Support class Placement or Integrated Funding

Support. This must be supported by the parent or carer.

Updated on: 4 February 2025

Contacted by the Principal to seek support with students who have a disability or behaviours of concern.



# Supporting Student Behaviour

### Mannering Park Public School



Student behaviour is discussed between the classroom teacher and an executive. Strategies are shared and trialled by the classroom teacher for 1-2 weeks. Strategies documented in teaching programs under adjustments.



YES

Has the behaviour stopped?

NO

No further action required. If Behaviours start up again, start back at the top of this flowchart. Teacher completes the 'Behaviour Support Checklist' as a paper copy which is found in Microsoft Teams > Learning and Support > Behaviour Support Plans.

The teacher makes contact with the parent and engages them in the process. The completed plan is passed on to the Learning and Support team for records. The teacher keeps the plan in their program

and the casual folder.

The teacher uses the checklist to then draft a 'Behaviour Management Plan' and save it on Microsoft Teams in the relevant folder and student name.

Is the teacher capable of completing this plan independently and monitor it over a period of 2 weeks?

NO

The teacher organises a time to meet with their supervising executive to work on the **Behaviour Management Plan**.

Parents are contacted and a time or phone meeting is arranged to go through the plan.

Is there an improvement in the behaviour?

YES

NO

YES

The teacher and supervising executive sit together and develop a **Behaviour Risk Assessment** which is shared or consulted with the Principal. This plan elaborates on the *Risk Behaviours* and *Exit Plan* components of the student's Behaviour Management Plan. The Risk Assessment is saved into Microsoft Teams in the relevant folder and name. All relevant plans are communicated with all staff at the next Communication meeting.

No further action required. If behaviours start up again, start back at the top of this flowchart.

YES

Is there an improvement in the behaviour?

NO

Request that a **Functional Behaviour Assessment** and **Observation** be conducted by a member of the Learning and Support team by sending them an email.

Also complete an online Learning and Support Referral.

An executive and a member of the Learning and Support team will provide further action and steps.

If you find that this flowchart does not address your query, question or concern; please see your direct supervisor.



# **Behaviour & Wellbeing Support**

#### Mannering Park Public School

#### **Learning and Support Referral**

#### **PBL** or Executive



Classroom teacher submits an online Learning and Support Referral

Referral is reviewed by the LST Coordinator and saved into Teams. If more information is needed, the LST Coordinator may access

- Sentral data
- Wellbeing documentation from AP office

The student is added to the LST minutes with accompanying information.

The PBL Leader or Executive Teachers view fortnightly Wellbeing data on Sentral.

They use the following rule to identify 'At Risk' students. Data Rule: 3 majors in a fortnight.

The PBL Leader or Executive Teacher completes an online Learning and Support Referral and informs the student's teacher.

> NO INTERVENTION SHOULD TAKE PLACE WITHOUT A DISCUSSION WITH THE PARENT. THIS MUST BE RECORDED AS A DATA RECORD IN SENTRAL.

The student is discussed at the **Learning and Support Team meeting**, with strategies tabled by team members. The classroom teacher MUST be in attendance. They are notified by the Learning and Support Cooridnator.

Is the student to be referred to the Behaviour Support Teacher?

Does the student or family potentially need NDIS Support?

NO

YES

NO

YES

No further action. Proceed with normal LST referral process.



The LST Coordinator and Behaviour Support Teacher develop a 5-week Action Plan which may include

- Student observations
- Developing resources
- Check-ins
- Diagnostic & Functional Assessments
- Acquiring outside assistance.

face meeting.

Behaviour Support Teacher contacts

parents/carers and organises a face to

The Behaviour Support Teacher organises a NDIS Connection Desk session and supports the family.

What is the level of support?

#### **Individualised Support**

**Group Support** 

The plan is developed and discussed with the relevant Assistant Principal first. Considerations are made to teacher timetables and number of adults already in the room or space. The Action Plan is then taken to the Classroom Teacher for further input and consultation. The final copy is sent to staff electronically via Teams or email.



The Behaviour Support Teacher contacts the parents/carers and informs them of intervention support and strategies. It is encouraged to invite the parents/carers in to put a face to the name. This communication is recorded in Sentral as a Data Record.

#### **During the Action Plan**

Regular contact between Behaviour Support Teacher and Classroom Teacher is done informally. Formal communication is made with parents/carers at least twice during the 5 week cycle. Behaviour Support Teacher maintains student portfolio in program.

#### After the Action Plan

The Behaviour Support Teacher provides a report comment to the teacher via email, along with a report on the intervention. The Behaviour Support Teacher organises a meeting with the parents/carers to discuss next steps with Assistant Principal and/or Classroom Teacher.

If you find that this flowchart does not address your query, question or concern; please see your direct supervisor.



# **PBL Student Rewards**

Mannering Park Public School

#### RESPECTFUL RELATIONSHIPS

#### RESPONSIBLE LEARNERS



# **Pip Ticket**

A teacher sees me following our school expectations.



Write my name and class on the back.

Put my ticket in my class box. I can have lots of Pips in the box!



# **Class Prize**

**MINOR PRIZE** 

Every Friday afternoon at 1:30pm.



Winners from your class Pip Box every week!



Ticket boxes brought to assembly. Placed into the Assembly bucket.



# **Assembly Prize**

**MAJOR PRIZE** 

In your assembly every fortnight.





5 winners from the assembly Pip box.



At the end of the assembly, tickets placed into school bucket.



# Term Prize

**GRAND PRIZE** 

Drawn at Assembly of Recognition.





2 winners each term from whole school.



All tickets start again for a new term.

# K-2 Buddy Class Reflection Sheet

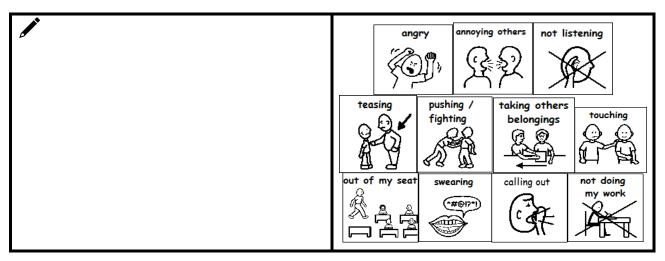
Name:	Class:	Date:	

How were you feeling?

How are you feeling now?



I had trouble with:



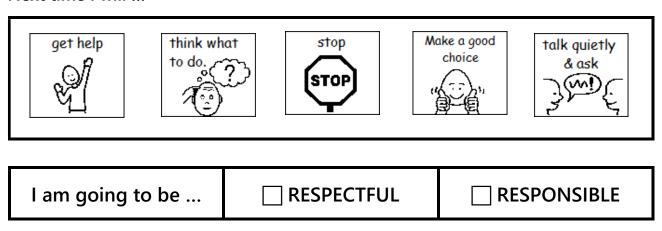
I need to say sorry to the people I hurt or upset.

"Sorry for ..."





Next time I will ...



# 3-6 Buddy Class Reflection Sheet

Name	•		Class:				
w were you feeling? C	Circle or Colour						
(ô)		<u></u>	<b>6</b>		00		
Нарру	Sad	Si	lly	Worried	Scared		
	??	6		(60)	60		
38							
Angry	Confused	Hu	ırt	Embarrassed	I Surprised		
at Hannened?							
at Happened?							
v did your behaviour	make others feels						
60		6	0	<b>O</b>			
Нарру	Sad		safe	Worried	Scared		
	??		6		00		
Angry	Confused	Hu	urt	Embarrassec	l Frustrated		
		·					
you use a coping stra	ategy? Yes or No						
S which one? If NO	which one could y	ou have tried?					
Take 3 deep breath	ns S	Self-talk	lgr	nore	Go to the chill area		
Talk to the teache	r Move se	omewhere else	Think calr	n thoughts	Other:		
at do you need to do	to FIX it?						
Apologise		Clea	n up		Make a plan		
students		· ·		Other:			
☐ staff		Comple	te work	Other.			
at did you want? Circ	le or Colour						
at did you want? Circ  Attention		out of work	Control To get even/rev		To get even/revenge		
Be disruptive	Challan	ge the teacher	Talk to the teacher		Other:		

# Understanding my Feelings

	by	· · · · · · · · · · · · · · · · · · ·
Em	Emotion:	
My wor	d for this is:	_
This is h	ow I look:	
This is h	ow my body feels:	
This is v	vhat I do:	
This is v	vhat I say:	

Rating	Looks Like	Feels Like	I can try
5			
4			
3			
2			
1			

PDHPE Unit o	f Work			Mannering Park Public So	chool					
Unit: The Re	esilience Project		Stage:	Class:	RESILIENCE PROJECT					
Teacher:	Y	ear:	Resources:	The Resilience Project, NSW PDHPE Sy	rllabus					
Unit Overview	the subject. To assist, we have designed evide of the curriculum an engaging and enjoyable ex	signed by teachers for teacher nce-based lesson plans and a experience. sson in its entirety, however w	ers. We understand the activities that are east	hat teachers facilitating the delivery of wellbeing comprehensive resources, and this isn't always possible. Therefore, lessons have	d a range of practical activities to make delivery					
			PDHP	E K-10						
	Early Stage 1	Stage	1	Stage 2	Stage 3					
NSW Syllabus Objectives	PDe-2 identifies people and demonstrates protective strategies that help keep themselves healthy, resilient and safe PDe-3 communicates ways to be caring, inclusive and	PD1-2 recognises and describes strat to feel comfortable, resilient an  PD1-3 recognises and describes the	d safe in situations	PD2-2 explains and uses strategies to develop resilience and to make them feel comfortable and safe  PD2-3 explains how empathy, inclusion and respect can	PD3-2 investigates information, community resources and strategies to demonstrate resilience and seek help for themselves and others PD3-3 evaluates the impact of empathy, inclusion and					
	respectful of others  PDe-9 practises self-management skills in familiar and unfamiliar scenarios  PDe-10 uses interpersonal skills to effectively interact with others	inclusive and respectful relation PD1-9 demonstrates self-management responsibility for their own active PD1-10 describes and practises interprepared inclusion to make their feel they belong	nt skills in taking ons ersonal skills to	positively influence relationships  PD2-9  demonstrates self-management skills to respond to their own and others' actions  PD2-10  demonstrates a range of interpersonal skills that build and enhance relationships and promote inclusion in various situations	respect on themselves and others  PD3-9 applies and adapts self-management skills to respond to personal and group situations  PD3-10 selects and uses interpersonal skills to interact respectfully with others to promote inclusion and build connections					
	Self-manage	ment Skills (S)		Interperso	nal Skills (I)					
NSW Syllabus Content or Key Skills	Self-management skills provide students wit behaviour, manage and cope in stressful situ actions. Self-management skills include deci skills which are important for managing healthy Self-management skills help develop a student's and resilient. These skills enable students to	ations and take personal resision-making, problem-solving, safe and active lives.  s capacity to be confident, induced become self-aware and dever	sponsibility for their g and help-seeking ependent, optimistic elop and refine self-	feelings supports students to build and manage Interpersonal skills develop a student's capaci people. Children and young people develop int that involve various forms of communication ar to respond to and understand others and their	otiation, refusal, conflict management and being able to confidently expression dents to build and manage relationships that are caring and respectful.  Idevelop a student's capacity to effectively relate to and interact with other young people develop interpersonal skills through interactive experience forms of communication and collaboration. They build empathy by learning inderstand others and their points of view. There are five key interpersonal					
Skiiis	monitoring and self-evaluative behaviours. The to PDHPE:  Strengthening personal identity, Self-awa Decision-making and pro	, ,	s management,	skills important to PDHPE:  Communication, Collaboration, inclusion and relationship-building, Empathy build  Leadership and advocacy, Social awareness						
	Stage 1 ST1-11DI-T explains how digital systems represent data, connect together to form networks and transmit data  Stage 2 ST2-11DI-T describes how digital systems represent and transmit data									

	Aboriginal and Torres Strait Islander histories and cultures
	□ 🚱 Sustainability □ 🖟 Critical and creative thinking
Learning Across	☑    Φ    Ethical understanding    □    □    Information and communication technology capability
the Curriculum	□ ⊕ Intercultural understanding □ ★ Personal and social capability
	☒    ♣    Civics and citizenship      ☒    ♣    Difference and diversity
	□ • Work and enterprise □ • □ • □ Literacy or Numeracy
8 Ways of Aboriginal Learning	Story Sharing: Approaching learning through narrative. Personal narratives (stories) are central  Non-verbal: Applying interpersonal and kinaesthetic skills to thinking and learning. Kinaesthetic, hands-on, non-verbal learning is characteristic  Land Links: Place-based learning, linking content to local land and place. Ecological and place-based, drawn from the living landscape within a framework of profound ancestral and personal relationships with place  Deconstruct/Reconstruct: Modelling and scaffolding, working from wholes to parts. Begin with whole structure, rather than a series of sequenced steps. Holistic, global, scaffolded and independent learning orientations of students.  Learning Maps: Explicitly mapping/visualising processes. Images or visuals are used to map out processes for learners to follow.  Symbols and Images: Using images and metaphors to understand concepts and content. Symbol, image and metaphor are central to pedagogy  Non-linear: Producing innovations and understanding by thinking laterally. Nonlinear ways of learning are complementary, not oppositional community Links: Centering local viewpoints, applying learning for community benefit. Connections to real-life purposes, contexts & communities, teams.
Formative Assessment Strategies	Identify TWO additional formative assessment strategies that will be used across this unit and provide a brief explanation of the strategy.  You can use choose strategies from your Embedding Formative Assessment Professional Learning or the Digital Learning Selector.  Strategy  (1) Learning Intentions & Success Criteria * (2)  Learning Intentions are descriptions of what learners should know, understand and be able to do by the end of a learning period or unit. Learning intentions are the basis for tracking student progress, providing feedback and assessing achievement.  Success criteria are the measures used to determine whether, and how well, learners have met the learning intentions.
	What assessment work samples will be collected for student assessment folders and used for reports? Briefly describe these below and include timeline.

# Intervention Program

# Mannering Park Public School

Title of Program	n: F	Peer Suppor	t- Keeping	Friends		Torns	1	2	3	4	Week/s	1	2	3	4	5	6	7	8	9	10
Managing Teacher: Tea		Teagan Pilgrim (Assistant Principal)			Term					week/s		$\boxtimes$	$\boxtimes$		$\boxtimes$	$\boxtimes$	$\boxtimes$	$\boxtimes$	$\boxtimes$	$\boxtimes$	
Personnel/Agen (if external, please	-		Peer Su	ıpport Aust	ralia																
Purpose Statement:	The Peer Support program provides essential support to Australian schools to positively impact the wellbeing of children and young people. Healthier relationships, positive school culture and improved student wellbeing can be cultivated by:  • providing students with social and emotional knowledge and skills  • partnering with parents to develop a shared language for guiding students through emotional responses and interactions with others  • supporting teachers to value student voice; and involve students in decisions about their school and learning.  The Keeping Friends Peer Support module provides students with opportunities to develop skills in maintaining positive friendships by learning how to play fairly, accept the change nature of friendships, support each other and acknowledge that they may have a variety of friends.																				
Wellbeing Fran Which area/s of The Framework for Sci this program ac	× co	ha	ave positive ar	ill be actively connected to thei nd respectful relationships and nging to their school and comn	experience	$\boxtimes$	SUCCE!	•	encoura	dents will be re ged, supporte ered to succee	d and	d, valu	ed,	$\boxtimes$	THR	IVE	and f	tudent lourish, orosper	, do w	-	
		☐ Cognit	itive Cognitive wellbeing is associated with achievement and success, how information is processed and judgements are made, informed by motivation and persistence to achieve and is important for attaining knowledge and experiencing positive learning.																		
Wellbeing Str	ategies	⊠ Emotio	nal 🖤		Emotional wellbeing relates to self-awareness and emotional regulation. It includes how well we cope, and is often reflected by the level of a person's resilience.  Emotional wellbeing is in part informed by our capacity for self-reflection.																
This program aims student's wellbei	to improve	⊠ Social	紫清		Social wellbeing includes the extent to which we experience positive relationships and connectedness to others. It is important for pro-social behaviour and our empathy towards others.																
following ar	9	☐ Physica	· 2	-	Physical wellbeing is associated with the extent to which we feel physically safe and healthy. It includes: physical activity, nutrition, physical safety and security, and preventative health care. Physical wellbeing enables positive health outcomes.																
	Spiritual  Spiritual  Spiritual wellbeing is: related to our sense of meaning and purpose, formed through a range of influences including culture, community beliefs, values and ethics we hold.								unity a	nd reli	gion ar	nd incl	udes								
School Improvement	Every student, every staff memb			, and every family are known, sitive partnerships that build		What Improvement Measures is this program working towards?				What <b>Initiative</b> does this program fall under?				Which <b>Success Criteria</b> is program working towar							
Plan							Student Wellbeing - Internal Wellbeing Data				a Wh	Whole School Focus				Students					
School Excellence Framework		<b>Learning Culture</b> Choose an item.			Wellbeing A planned approach to	o wellbeing	Curriculum Choose an item								Assessment Choose an item.						
	Reporting Choose an item.				Effective Classroom Practice Choose an item.			Educational Leadership Choose an item.						Management Practices & Processes Choose an item.							

	8 Ways of Aboriginal Learning (select the areas that apply to this Intervention Program)										
Σ		Story Sharing: Approaching learning through narrative.		(E)	Learning Maps: Explicitly mapping/visualising processes.	$\boxtimes$	<b>W</b>	Non-verbal: Applying interpersonal and kinaesthetic skills to thinking and learning.		(Ç)	Symbols and Images: Using images and metaphors to understand concepts and content.
		Land Links: Place-based learning, linking content to local land and place.			Non-linear: Producing innovations and understanding by thinking laterally.			Deconstruct/Reconstruct: Modelling and scaffolding, working from wholes to parts. Begin with whole structure, rather than a series of sequenced steps.		<b>(1)</b>	Community Links: Centering local viewpoints, applying learning for community benefit.

#### Links to Syllabus

	ES1	English	ENe-1A communicates with peers and known adults in informal and guided activities demonstrating emerging skills of group interaction  ENe-10C thinks imaginatively and creatively about familiar topics, simple ideas and the basic features of texts when responding to and composing texts  ENe-11D responds to and composes simple texts about familiar aspects of the world and their own experiences  ENe-12E demonstrates awareness of how to reflect on aspects of their own and others' learning							
	E31	PDHPE	PDe-3 communicates ways to be caring, inclusive and respectful of others PDe-9 practises self-management skills in familiar and unfamiliar scenarios PDe-10 uses interpersonal skills to effectively interact with others							
	S1	English  Eng								
Syllabus		PDHPE	PD1-3 recognises and describes the qualities that enhance inclusive and respectful relationships PD1-9 demonstrates self-management skills in taking responsibility for their own actions PD1-10 describes and practises interpersonal skills to promote inclusion to make themselves and others feel they belong							
Outcomes	S2	English	EN2-1A communicates in a range of informal and formal contexts by adopting a range of roles in group, classroom, school and community contexts  EN2-10C thinks imaginatively, creatively and interpretively about information, ideas and texts when responding to and composing texts  EN2-11D responds to and composes a range of texts that express viewpoints of the world similar to and different from their own  EN2-12E recognises and uses an increasing range of strategies to reflect on their own and others' learning							
		PDHPE	PD2-3 explains how empathy, inclusion and respect can positively influence relationships PD2-9 demonstrates self-management skills to respond to their own and others' actions PD2-10 demonstrates a range of interpersonal skills that build and enhance relationships and promote inclusion in various situations							
	S3	English	EN3-1A communicates effectively for a variety of audiences and purposes using increasingly challenging topics, ideas, issues and language forms and features EN3-7C thinks imaginatively, creatively, interpretively and critically about information and ideas and identifies connections between texts when responding to and composing texts EN3-8D identifies and considers how different viewpoints of their world, including aspects of culture, are represented in texts EN3-9E recognises, reflects on and assesses their strengths as a learner							
		PDHPE	PD4-3 investigates effective strategies to promote inclusivity, equality and respectful relationships PD3-9 applies and adapts self-management skills to respond to personal and group situations PD3-10 selects and uses interpersonal skills to interact respectfully with others to promote inclusion and build connections							