THE ROCK CENTRAL SCHOOL

Student Welfare Support
2011-12
1.1 Introduction.

Student welfare at The Rock Central School

- encompasses everything the school community does to meet the personal, social and learning needs of students.
- creates a safe, caring school environment in which students are nurtured as they learn.
- is achieved through the total school curriculum and the way it is delivered.
- incorporates effective discipline.
- incorporates preventative health and social skills programs.
- stresses the value of collaborative early intervention when problems are identified.
- provides ongoing educational services to support students.
- recognises the diversity within the school community and provides programs and support which acknowledge difference and promote harmony.
- recognises the role that the school plays as a resource to link families with community support services.
- provides opportunities for students to
  - enjoy success and recognition.
  - make a useful contribution to the life of the school.
  - derive enjoyment from their learning.
1.2 Principal’s Statement

The Rock Central School is committed to providing an environment that caters for the welfare needs of all students. In a society where schools are providing more and more support, it is imperative that this caring is planned, co-ordinated and continuously evaluated.

This document provides the opportunity for students, parents and teachers to become aware of procedures, actions, rewards and consequences within the welfare system.

I urge you to read it carefully and discuss it with your child.

Education must be a partnership between home and school, and only when we work together will we best serve our youth and ensure their future.

Donna Rockley
Principal.
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<th>RIGHTS</th>
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<tr>
<td>You have a right to learn and not have your learning interrupted by others.</td>
<td>You have a responsibility to learn to the best of your ability and not to interfere with the learning of others.</td>
</tr>
<tr>
<td>You have the right to be safe and for your property to be safe.</td>
<td>You have the responsibility not to threaten the safety of others nor interfere with their property. You have the responsibility not to ill-treat any animal, or bring any drug or weapon to school.</td>
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<tr>
<td>You have the right to a healthy school environment.</td>
<td>You have the responsibility to keep the school a clean and healthy place by not dropping rubbish etc.</td>
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<tr>
<td>You have the right to a well-maintained school.</td>
<td>You have the responsibility to help maintain your school and prevent vandalism.</td>
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<tr>
<td>You have the right to be happy at school.</td>
<td>You have the responsibility to be courteous to neighbours, staff, and other students before, during and after school.</td>
</tr>
<tr>
<td>You have the right to travel to and from school without being harassed.</td>
<td>You have the responsibility to ensure that you and others can be proud of your school.</td>
</tr>
<tr>
<td>You have the right to say with pride ‘I go to The Rock Central School’</td>
<td>You have the responsibility to observe the School’s code of behaviour whilst representing the school in the wider community.</td>
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</table>
Section 2. The Level System.

2.1 Explanation of the Level System.

- The basis of the Level System is the placement of every student on a particular level. These levels range from 10 to 1 for Secondary students and 8 to 1 for Primary students.
- All students will begin on Level 5, indicating good conduct.
- Some students will move to lower levels indicating increasing self-discipline problems, while others may move from Level 5 towards **Level 10 for Secondary students** or **Level 8 for Primary students**, indicating positive behaviours.
- Level 10 or 8 is reserved for students who have achieved a sustained excellent degree of self-discipline, maturity and excellent achievement over an extended period of time.
- There are benefits and consequences for students as they move up or down the levels.
- All behaviour notifications and Level changes are documented in the student’s record.
- Recognition will be given to students enrolling at The Rock Central School from other schools for their positive achievements at those schools. Proof will be required.
- For **Secondary students**, at the beginning of each year, all students on Levels 3 and 4 will be reinstated to Level 5. Students on Level 2 will be promoted to Level 3 only.
- At the beginning of each year all **Primary students** revert to level 5.
- There is no carry over of Levels from Primary classes to Secondary classes.
Promotions:

- Promotion to Level 6 and above can occur in a number of ways—positive semester reports, recommendation from staff, application by student.

- The Welfare Committee meets each week to process promotions. The Welfare Committee includes a representative of the School Executive, Year Advisors, Teachers and when possible the School Counsellor.

- Parents and students are informed by letter when a Level change occurs.

- Students who are promoted will receive a certificate at the next Whole School Assembly—
  - Level 6 = Certificate of Merit;
  - Level 7 = Certificate of Credit;
  - Level 8 = Certificate of Distinction;
  - Level 9 = Certificate of High Distinction; Secondary only
  - Level 10 = Certificate of Excellence. Secondary only

Secondary Students

- Horizon Awards to commend sustained positive behaviour and attitude are issued to students by staff when appropriate.
- When students accumulate three (3) Horizon Awards, they hand them to their Year Advisor. These students will then receive a Sunrise Award at the next Whole School Assembly.
- Upon achievement of ten (10) Sunrise Awards students will receive a Kengal Award at the next Whole School Assembly.
Demotions:

- Behaviour Notification forms are used to record inappropriate behaviours in the classroom, playground, at sport or on excursions.

- Completed Behaviour Notification forms are sent to the Head Teacher Secondary Studies or Assistant Principal who investigates the incident and may take additional action.

- The Welfare Committee meets to discuss student progress and decide if demotions will occur. Other additional action can also be recommended, e.g. Interviews with Year Advisor or Class Teacher, Head Teacher, Assistant Principal, Principal, or placement on a Behaviour Monitoring Plan.

- Parents are informed if a Level change occurs. In some cases a Warning Letter may have been sent previously.

- Students who are demoted to Level 2 (i.e. suspended) must wait ten (10) school days for Secondary students or five (5) school days for Primary students [without further incident upon returning to school] before they are automatically reinstated to the next level i.e. to Level 3.

- Students who are demoted to Levels 3 or 4 must wait fifteen (15) school days for Secondary students or five (5) school days for Primary students [without further incident] before they are automatically reinstated to the next level.
2.2 Levels 5 to 10 in detail.

Level 5
All students who enrol at The Rock Central School are placed on Level 5.

Expected behaviours.
While on this level, you are expected to:
• Develop a good reputation within the school.
• Be co-operative, courteous and considerate.
• Be helpful and try at all times to work well with teachers and fellow students.
• Display a positive attitude to your studies and work to the best of your ability at all times.
• Behave appropriately.
• Respect the rights of others.
• Maintain satisfactory levels of attendance.
• Wear appropriate school attire.
• Be punctual.

Rewards.
These positive behaviours will allow you to:
• Be nominated for the Student Representative Council.
• Attend school discos / socials.
• Attend recreational excursions.
• Represent the school.
• Be eligible for promotion to higher levels.

How do I get promoted to Level 6?
All students are expected to achieve the following to obtain Level 6:

Maintain expected behaviours of Level 5 for a sustained period.
Have a positive Semester Report with regard to conduct and attitude.

If you do not get promoted after your Semester Report, you can apply before your next Semester Report by completing an Application Form to prove you have met the requirements.
Level 6.

Expected behaviours.
While on this level, you are expected to:

- Continue to develop a good reputation within the school.
- Be co-operative, courteous and considerate.
- Be helpful and try at all times to work well with teachers and fellow students.
- Display a positive attitude to your studies and work to the best of your ability at all times.
- Behave appropriately.
- Respect the rights of others.
- Maintain satisfactory levels of attendance.
- Wear appropriate school attire.
- Be punctual.

Rewards.
Being on Level 6 will allow you to do all the things listed for Level 5 plus:

- Participate in a ‘reward’ excursion/activity each semester.
- Obtain a Merit Certificate for your promotion portfolio.

How do I get promoted to Level 7?
All students are expected to achieve the following to obtain Level 7:

- Maintain expected behaviours of Level 6 for a sustained period.
- Have two positive Semester Reports while on Level 6. (Secondary students)
- Complete three [3] ‘simple tasks’ (see list on page 15) (Secondary students)
- Complete one [1] ‘complex task’ (see list on page 16) (Secondary students)
- Maintain general positive involvement in school activities.

Secondary students must apply for promotion to Level 7 by completing an Application Form to prove you have met the requirements.
**Level 7.**

**Expected behaviours.**
While on this level, you are expected to:

- Continue to develop a good reputation within the school.
- Be co-operative, courteous and considerate.
- Be helpful and try at all times to work well with teachers and fellow students.
- Display a positive attitude to your studies and work to the best of your ability at all times.
- Behave appropriately.
- Respect the rights of others.
- Maintain satisfactory levels of attendance.
- Wear appropriate school attire.
- Be punctual.

**Rewards.**
Being on Level 7 will allow you to do all the things listed for Level 6, plus:

- Obtain a Credit Certificate for your promotion portfolio.

**How do I get promoted to Level 8?**
All students are expected to achieve the following to obtain Level 8:

- Maintain expected behaviours of Level 7 for a sustained period.
- Have two positive Semester Reports while on Level 7. **(Secondary students)**
- Maintain general positive involvement in school activities.

**Secondary students** must apply for promotion to Level 8 by completing an Application Form to prove you have met the requirements.
Level 8.

Expected behaviours.
While on this level, you are expected to:
- Continue to develop a good reputation within the school.
- Be co-operative, courteous and considerate.
- Be helpful and try at all times to work well with teachers and fellow students.
- Display a positive attitude to your studies and work to the best of your ability at all times.
- Behave appropriately.
- Respect the rights of others.
- Maintain satisfactory levels of attendance.
- Wear appropriate school attire.
- Be punctual.

Rewards.
Being on Level 8 will allow you to do all the things listed for Level 7, plus:
- Participate in additional recreational activity.
- Be invited to Principal’s morning tea each semester.
- Obtain a Distinction Certificate for your promotion portfolio.
- Special recognition at end of the year. (Primary students)

How do I get promoted to Level 9? (Secondary Students only)
All students are expected to achieve the following to obtain Level 9:
- Have a positive Semester Report.
- Ongoing simple tasks.
- Complete six [6] ‘complex tasks’ (3 school + 3 community)
- Ongoing school/community representation.
- Maintain satisfactory levels of attendance.
- Wear appropriate school attire.
- Be punctual.
- Behave appropriately.
You must apply for promotion to Level 9 by completing an Application Form to prove you have met the requirements.
Level 9. Secondary Students only

Expected behaviours.
While on this level, you are expected to:
• Continue to develop a good reputation within the school.
• Be co-operative, courteous and considerate.
• Be helpful and try at all times to work well with teachers and fellow students.
• Display a positive attitude to your studies and work to the best of your ability at all times.
• Behave appropriately.
• Respect the rights of others.
• Maintain satisfactory levels of attendance.
• Wear appropriate school attire.
• Be punctual.

Rewards.
Being on Level 9 will allow you to do all the things listed for Level 8, plus:
• Obtain a High Distinction Certificate for your promotion portfolio.
• Wear a badge to distinguish you as an outstanding citizen of The Rock Central School

How do I get promoted to Level 10?
All students are expected to achieve the following to obtain Level 10:
• Have a positive Semester Report while on Level 9.
• Ongoing simple tasks.
• Complete eight [8] ‘complex tasks’ (4 school + 4 community)
• Ongoing school/community representation.

You must apply for promotion to Level 10 by completing an Application Form to prove you have met the requirements.
Level 10. Secondary Students only

Expected behaviours.
While on this level, you are expected to:
• Continue to develop a good reputation within the school.
• Be co-operative, courteous and considerate.
• Be helpful and try at all times to work well with teachers and fellow students.
• Display a positive attitude to your studies and work to the best of your ability at all times.
• Behave appropriately.
• Respect the rights of others.
• Maintain satisfactory levels of attendance.
• Wear appropriate school attire.
• Be punctual.

Rewards.
Being on Level 10 will allow you to do all the things listed for Level 9, plus:
• Obtain a Certificate of Excellence for your promotion portfolio.
• Wear a Student Leadership Badge.
• Receive special recognition at end of year Awards Ceremony.
Secondary Students only

Tasks: Simple and Complex.

Examples of ‘Simple Tasks’

These tasks tend to be short term, singular in nature, or as a general member of a club or organisation.

School Involvement:
- Member of SRC
- Carnival Assistant
- Cheer Leader
- Voluntary assistant
- Represent TRCS in team or individual sport.
- Represent Zone in team or individual sport.

Recreational Activities:
- Member of chess club
- Sporting team member (out of school)

TRCS Community Involvement
- End of term cleanup participant
- Clean Up Australia Participant
- Represent TRCS at ANZAC day ceremony
- Fundraising event participant. e.g. 40 hour Famine
- Jump Rope for Heart
- Participant in community events e.g. Lake to Lagoon
- This list is not comprehensive.
Tasks: Simple and Complex.

Examples of ‘Complex Tasks’
These tasks tend to be longer term or require a leadership or organisational role, demonstrating ongoing commitment.

School Involvement.
School Magazine Committee
School Web Page Committee
School Debating team
House Captain/Vice Captain
Executive member of SRC

Recreational Activities.
Talent Quest organiser
Fund raising event organiser
Disco Organiser

TRCS & Wider Community Involvement.
Music/drama/school musical
Participation in community sponsored competitions
Long term Meals on Wheels Volunteer

Sports.
Regional representative or higher.
High level of achievement in chosen sport outside school.
Captain or Coach a school or community team

This list is not comprehensive.
2.3 Levels 4 to 1 in detail.

How demotions occur.

ALL students and teachers have the right to:-
✓ feel safe at school
✓ learn or teach to the best of their ability without any interference from others
✓ be happy at school
✓ not feel threatened or bullied at school
✓ have an opinion.

Students who move to levels below Level 5 do so because they are not allowing students and/or teachers to have the rights mentioned above. The level on which a student is placed is determined by the student’s behaviour at that time.

A student’s behaviour which continues to cause concern could result in a student being:-

• placed on a lower Level by the Welfare Committee
• placed on a monitoring program
• placed on a lower Level by the Principal
• required to attend a parent meeting with the HTSS/Assistant Principal/Principal/Welfare Committee.
Level 4.
You could be placed on Level 4 because
- one or more of your class teachers are worried about your behaviour
- you are not co-operating or you are causing problems in class
- you are behaving inappropriately in the playground
- you are trying to disrupt a class
- you are being rude to staff members
- you are not following reasonable instructions
- you are truanting from lessons
- you are leaving school grounds without permission
- you are smoking on school grounds.

Consequences of your behaviour could include:
- your parents will be notified that you are on Level 4
- your Year Advisor may talk to you about your behaviour
- you will be given a chance to do something about your problem
- you may be placed in isolation from the class or the playground
- you could be placed on a Behaviour Monitoring Plan
- you may be ineligible to be a member of the SRC
- you may be excluded from some school functions e.g.
  - school excursions
  - some work experience options (Secondary students)
  - inter school competitions
  - school discos
  - sport outside school grounds

If you need help to change your behaviour, an appointment with the School Counsellor/Year Adviser/Classroom Teacher or any other member of staff can be arranged.

If after twenty (20) school days for Secondary students and five (5) school days for Primary students your behaviour remains satisfactory [without further incident], you will be automatically reinstated to Level 5.
Level 3.

You could be placed on Level 3 because
- your behaviour is not improving
- we are becoming increasingly concerned about your behaviour
- you are deliberately behaving in an irresponsible and/or unacceptable manner e.g. vandalism, insolence, argumentative, repeated truancy, bullying, harassment, racism
- you have brought the School’s reputation into disrepute
- you are regularly disobeying instructions

Consequences of your behaviour could include:
- As for Level 4, and in addition
  - you will be placed on a Behaviour Monitoring Plan, involving a Behaviour Monitoring Booklet.
  - you will be ineligible to be a member of the SRC
  - you will be excluded from all school functions e.g.
    - school excursions
    - some work experience options (Secondary students)
    - inter school competitions
    - school discos
    - sport outside school grounds
  - A meeting with your parents/guardians
  - Regular reporting to parents/guardians on your progress
  - You may be instructed to have regular sessions with the School Counsellor

This is your last chance to modify your behaviour before you are placed on Level 2.

If after twenty (20) school days for Secondary students and five (5) school days for Primary students your behaviour remains satisfactory [without further incident], you will be automatically reinstated to Level 4.
Level 2

You are placed on Level 2 because you have been suspended.

You will be placed on Level 2 because:

- You have a serious behaviour problem which you are showing no signs of correcting.
- The effect of your behaviour on yourself and others is causing concern.
- You have been rude, persistently disobedient or disruptive to school routine and so have interfered with the learning of other students or the well being of students, staff and members of the school community.
- You have been found to be in possession of or you have made a weapon at school. All weapons are banned from school premises and the school site (e.g. knives, slingshots, bullets, arrows, acids, chains, crackers—anything deemed to be a weapon).
- You have been found to be in possession of an illicit substance (e.g. all forms of drugs, inhalants and any other illegal substances).
- You are misusing legal drugs (over-the-counter or prescribed medication) at school (e.g. alcohol, tobacco, inhalants, analgesics, sedatives, Ritalin, dexamphetamine).
- You have been found to be in possession of an illegal implement for the use of an illicit substance.
- You have been guilty of assaulting other students or staff.
- Your actions are a danger to the safety of staff and/or students.

Consequences of your behaviour could include:

- As for Level 3, and in addition
- Suspension from school
  - Short: up to 4 days
  - Long: up to 20 days

Dependent on the severity of the identified behaviour.
Level 2 (continued)

If behaviour is drug related or criminal or there is evidence of suspected crime, the Police will be notified. In such cases, your parents/caregiver will be informed immediately.

Your performance, behaviour and attitude will be very closely monitored for up to three weeks.

If your behaviour, performance or attitude continues to be unsatisfactory, your position at school will be reviewed and you may be suspended again.

If your behaviour, performance and attitude are satisfactory after ten (10) school days, you will be automatically reinstated to Level 3.

N.B. Placement onto level 2 can occur from any previous level.
Level 1.

You will be placed on Level 1 because:

- You have received a number of long suspensions.
- You continue to have a serious behaviour problem which you are showing no signs of correcting.
- The effects of your behaviour on yourself and others is causing concern.
- You have been guilty of assaulting other students or staff.
- You continue to be rude, persistently disobedient or disruptive to school routine and so have interfered with the learning of other students or the well-being of students, staff and members of the school community.
- You continue to be in possession of a weapon. All weapons are banned from school premises and the school site.
- You have been found again in possession of an illicit substance.
- You have been found again in possession of an illegal implement for the use of an illicit substance.
- Your actions continue to be a danger to the safety of students and staff.
- You have continued to reject all efforts that have been used to modify your behaviour.

Consequences of your behaviour could include:

- As for Level 2, and in addition
  - You will be placed on long suspension from school pending resolution of the problem and the Department of Education will be informed.
  - Possible expulsion from TRCS. The matter will be referred to the District Superintendent, where expulsion will be discussed. Your enrolment in another school will be investigated if you are under 17 years of age. Meetings of all involved parties will be held in an attempt to resolve the problem.
2.4 Special Circumstances modifications.

The following variations to the current Level System have been made to accommodate students with special learning needs.

- The length of time required before automatic reinstatement to the next level after a demotion is at the discretion of the Welfare Committee.
- Promotions and demotions given special consideration by the Welfare Committee.
Section 3—Student Support.

Bullying, Harassment and Cyber-bullying.

The Rock Central School does not tolerate bullying or harassment in any form. The Rock Central School community undertakes to ensure that all students learn in a safe, secure and non-threatening environment. Bullying and harassment affects students so that their ability to learn, to be happy and confident is lessened.

It is an abuse of power that one person or group has over another. It is often repeated. Bullying can be based on gender, race, religion or physical appearance and is a conscious desire to hurt or threaten another person.

Bullying and harassment includes a wide range of behaviours: hitting, pushing, spitting or other forms of physical violence; stealing, hiding, damaging, destroying or defacing property; using offensive names, teasing or spreading rumours about others or their families; putdowns, belittling others’ abilities and achievements; writing offensive notes or graffiti about others; using electronic means to send messages or spread rumours; hurtful exclusion of others from a group; making degrading comments based on culture, religion, social background, gender, homosexuality; making suggestive comments or other forms of sex-based harassment; ridiculing others’ appearance and forcing others to act against their will.

The Rock Central School will undertake to reduce bullying and harassment through proactive education programs. It is in the student’s best interest to inform the school when incidents occur.

Cyber-Bullying

Today’s technology allows children to communicate instantly with others in both positive and negative ways.

Cyber-bullying is an intentional, repeated behaviour by an individual or group to cause distress or undue pressure to others using technology. Cyber-bullying includes all communications that seek to threaten, humiliate, intimidate, control or put another person or persons down.

*The Department of Communities rules prohibit the inappropriate and threatening use of e-mail, internet and mobile phone facilities both in the school, at any school function and away from school where the behaviour seriously impacts on other students or staff at the school.*
The School’s aim is to deal with incidents of bullying and/or harassment in a firm, positive, caring and supportive manner. Intervention may occur in the following ways:

- A student may voluntarily approach a teacher or counsellor for assistance as they have become aware of or have engaged in bullying or related behaviour.
- A student may be identified as needing help as a result of involvement in an incident requiring disciplinary action.
- School staff may approach the school executive or counsellor about concerns relating to students engaging in or being subject of bullying and/or harassment.

When it is reported, investigation and possible disciplinary action will be undertaken by the Welfare Committee.

We will do our best to deal with bullying and harassment. However, there may be cases where we cannot resolve problems, for example:
- If the bullying takes place outside school only, the school will not always be able to deal with it.
- In such cases where the school is unable to act, or in cases of serious threats or harassment, then you should contact the police. In some cases students can be charged with a criminal offence.
Supportive Student Structures.

Transition Days
Students in Year 6 are invited on several occasions during the year to become part of the Secondary School for a day. This program is designed to make the transition to Secondary School less daunting and introduce the students to the altered routines and expectations which occur when they move from the Primary department.

Peer Support
The Rock Central School runs a Peer Support Program. This program is usually conducted early in the year and assists Year 7 with their transition to Secondary School.

Middle School
This program runs as a continuation of Peer Support throughout the year and brings Years 5, 6, 7 and 8 together on a regular basis. This program is designed to promote cooperation and friendship, and forms part of the School’s Welfare Program.

Plan It Youth
Plan It Youth is a mentoring program for young people who are thinking about leaving school. It links trained community members with students who may need extra support in the transition from school to work or school to further education and training. At The Rock Central School, Plan It Youth participants meet with their mentors on a weekly basis at school to undertake a number of activities to explore career and study options, construct CV’s, contact possible employers and research their future directions. Workplace visits are also a common and valuable part of the program. Plan It Youth is designed to help each student choose his or her most suitable future path.

Uniform Shop
The P & C runs an excellent Uniform Shop, providing parents with the cheapest sourced uniform items possible. Donations of unwanted items of school uniform will also be gratefully accepted, and they will be sold at cheap prices as a P & C initiative.
**Stewart House**
Stewart House caters for children in need from Kindergarten to Year 10, who are enrolled in public schools in NSW and the ACT. It provides short-term respite care free of charge and gives children opportunities for a healthy lifestyle and for building self-esteem. Qualified personnel make medical, dental and optometrical assessments, and where appropriate, treatment is given. Students spend two weeks at the facility and while there participate in a daily education program and a variety of excursions and other activities. Every year students from The Rock Central School are nominated to visit Stewart House.

**Student Assistance Scheme**
Financial assistance is available for parents who may be experiencing difficulty in meeting the costs of uniforms, books and equipment, excursions, sporting visits, compulsory subject fees etc. Enquiries should be made by phone or in writing to the Principal. Students aged 16 or over may be eligible for Youth Allowance. Applications should be made at least three months before turning 16. Centrelink administers this scheme, so applications should be directed there.

**The Royal Far West Children’s Health Scheme**
Many children in NSW are unable to access specialist medical and paramedical care simply because they live in the country. The Royal Far West Children’s Health Scheme aims to provide these children with services which are sometimes only available in Sydney. The Royal Far West provides or arranges medical and paramedical treatment and care for children from country NSW including Orthodontics, Psychology, Orthoptics, Speech Therapy, Paediatrics, Remedial Reading, Social Work, Orthotics, Physiotherapy and Occupational Therapy. The Scheme’s services are available to any child living outside the greater Sydney region. Further information is available at the School.
**Personnel**

**Principal**
The Principal is ultimately responsible for all that happens in the school. This does not mean that the Principal should necessarily be the first ‘port of call’ for parents. The Head Teacher Secondary Studies Assistant Principals, and students’ Year Advisors or Class Teacher are often a more appropriate point of first contact for parents who need to discuss issues concerning their children.

**Executive Staff**
The Assistant Principals and the Head Teacher Secondary Studies deal with every day welfare and positive recognition of student achievements. These people work with the School Counsellor and Year Advisor or Classroom Teacher to ensure a student’s time at The Rock Central School is as happy as possible.
The HTSS is responsible for the day to day running of the Secondary section of The Rock Central School, dealing with organisation, welfare and disciplining of students, curriculum, timetabling patterns, school planning, and training and development of staff. The Executive staff are always available (by appointment) to discuss issues with parents and students.

**Year Advisors Secondary Students Y7-10**
The role of the Year Advisor is to provide assistance for the welfare of students in any one year. It is essentially one of pastoral care and guidance, developing an understanding of each student’s special needs, wants and expectations, problems and concerns.
Students who are experiencing problems, or who are seeking guidance, should approach their Year Advisor who will take the appropriate action to help resolve the situation. Parents may also contact the Year Advisor (by appointment) to discuss matters concerning their son or daughter.
As a member of the Welfare Committee, the Year Advisor is in close liaison with all class teachers, the School Counsellor, and the School Executive. This position enables the Year Advisor to make recommendations to modify a student’s behaviour and to recognise and encourage a student’s efforts through the Commendation Scheme.
Girls’ and Boys’ Advisors
Within the school, there is a designated staff member who has undertaken to act in the interests of the gender groups in the school. The Girls’ advisor is available to provide support for all female students. Boys can approach the Boys’ Advisor for support and advice at any time.

School Counsellor
The Rock Central School is visited by a School Counsellor on a regular basis.
The role of the Counsellor is to assist students to make the most of their school years in a safe, productive and happy environment. Specifically, the role includes:-

- Individual counselling. This counselling is confidential. Students can discuss issues such as peer problems, family issues, matters to do with learning and many mental health issues including depression and anxiety.
- Conducting assessments. The Counsellor will assess a student’s cognitive skills, academic skills and aspects of behaviour and mental health.
- Consultancy. The Counsellor will work with parents and teachers to assist students in their academic endeavours and general well being. He/She will also liaise with the Department of Education and Training personnel and with outside agencies such as community mental health, paediatricians and other health workers.

Students can get to see the Counsellor in a number of ways. They can self-refer by going personally to make an appointment or leaving a message. Parents and school staff can also refer them.

Careers Advisor (Secondary Students)
Career education is concerned with the development of skills, attitudes and knowledge through a planned program of learning experiences which will assist all students to make informed decisions about school and post-school options.
Career education provides a co-ordinated and comprehensive program of learning experiences which addresses the development needs of all students.

At TRCS, the Careers Advisor is able to assist students by

- Providing a counselling service that facilitates career decision-making.
- Providing information to students, colleagues and parents for use in school programs.
- Providing timely and authoritative advice and information.

Support Teacher Learning Assistance
The STLA assists the school to cater for those students in regular classes who are experiencing difficulties in basic areas of learning.

At The Rock Central School, the Support Teacher Assists in the identification and assessment of students with learning difficulties, primarily in the areas of literacy and numeracy. Works with students within the class or on a withdrawal basis. Assists teachers and parents to plan appropriate programs for students with learning difficulties.

Regional Support Staff
These are itinerant teachers who visit students on their caseload at school. They provide assistive aids, network with staff and parents, organise planning meetings and make recommendations for learning support. They include teachers for the visually impaired, the Behaviour Team, Autism support, Transition and Integration personnel.

Home School Liaison Officer
The HSLO’s role is to support students, parents and the school in returning students to school. The process is carried out in a non-coercive manner. The HSLO contacts the school then meets with the parents and the student in their home to ascertain the issues for the student and parent. The Home School Liaison Officer also works with community agencies such as Department of Community Services to assist students and parents.

School Learning Support Officers (Teacher’s Aides)
Teacher’s Aides work in the classroom with teachers to assist with the learning programs of students.
The Rock Central School Student Recognition Policy
Appendix to the Student Welfare Support Document.

The Rock Central School has a Student Welfare Support document which outlines:
- the overall program;
- how to go up or down Welfare Levels;
- expectation of student behaviour;
- how to deal with issues such as Bullying, Harassment and Cyber-bullying;
- staff who can support students and their issues at school
- supportive student structures available at the school.

The aim of this appendix is to clearly identify the ways in which students can be recognised within the school for the success they have. Some of these ideas are solely for the Primary/Infants students, or Secondary students or both groups of students.

All Students

Students can do the following things to be recognised for success at school:

- Good or improved attendance
- Consistently wearing school uniform
- Good school report
- Consistently good behaviour in class, around the school and travelling to and from school
- Following road rules around the school
- Positive or improved attitude to learning
- Being courteous and considerate
- Leadership
- Citizenship
- Volunteering in the community
- Helping others with their learning
- Consistently showing respect to others
- Being punctual to school and classes
- Representing the school
Assisting at carnivals
Assisting with fundraising
Academic improvement
Social improvement
Sporting improvement
Participating in transition days

Primary and Infants Students
In addition to the list above Primary and Infants students can be recognised for their success at school in the following manner:

⇒ Neat handwriting
⇒ Neat bookwork
⇒ Good or improved spelling
⇒ Good or improved reading
⇒ Good or improved listening skills
⇒ Helping out in the classroom
⇒ Good or improved participation in home reading
⇒ Producing quality work in individual subject areas
⇒ Participating in the Peer Support program