

School Registration

Student Wellbeing

Policy

Dunlea Centre will provide an environment and a program that supports and develops the social, emotional, behavioural and physical needs of all students and increase their capacity to lead happy, fulfilled lives. Any additional needs for Indigenous or CALD students will be addressed and attended to.

Procedures

Boys' Town Social Skills Model

The Boys' Town Social Skills Model (BTSSM) encompasses the learning, development and practice of prosocial behaviours within student enrolled at Dunlea Centre. Regular recognition of positive behaviour occurs on a daily basis as well as addressing any negative behaviours through a process of teaching and practicing.

The BTSSM Motivation System provides both positive and negative consequences for respective behaviours. Students are continuously supported by staff to develop basic and targeted social skills to assist them in all aspects of their lives.

Feedback and Input from Student and Parents/Carers

Students are encouraged to provide regular feedback on their experiences at Dunlea Centre during their placement through a variety of formats including, but not limited to:

- Strengths and Difficulties Questionnaires
- Resiliency Scales
- Climate Scales
- Card Conferences
- Daily Skills Reviews
- Review Meetings



- House Meetings
- Therapy sessions
- Additional meetings with staff and/or Leadership
- Post-program surveys

Regular review meetings are held so students can be heard and involved in decisions that affect their lives. Additional meetings are also held when required, either at the request of a student, their parents/carers or staff.

Parents/carers and families are also encouraged to provide regular feedback on their experiences at Dunlea Centre throughout the placement of their child. This is done through a variety of formats including, but not limited to:

- Survey completed at Orientation
- Strength and Difficulties Questionnaires
- Review meetings
- Therapy sessions
- Common Sense Parenting Program
- Additional meetings with staff and/or Leadership
- Regular email/phone communication
- Post-program surveys
- Follow up surveys at 6 months, 12 months and 2 years after placement

Access to Therapeutic Support

Students and families have access to regular therapy sessions through the Clinical Team, which includes a Senior Psychologist, 3 Psychologists and a Social Worker. They are also encouraged to enrol and participate in Common Sense Parenting – a program that assists parents and carers to strengthen their parenting skills to assist in building relationships with their child and managing behaviours. Common Sense Parenting is a 2 hour per week group session that runs for 6 weeks and is delivered by the Clinical Team.



Additional support is also provided by the Clinical Team with regards to ongoing support, after-care and access/referral to external support services within a client's local area.

Dunlea Centre is a participant in the National School Chaplaincy Program (NSCP). Students and parents/carers can access the Engadine Parish Rector through the NSCP for additional support if required. Information regarding the NSCP is provided to parents/carers during Orientation.

General Health and 24-hour Access to Health Services

Dunlea Centre ensures that the health of students is closely monitored and any issues or concerns are addressed and attended to in a timely manner. This includes physical and mental health.

Parents/carers provide medical and health information, including Medicare number and vaccination history, regarding their child when they apply for enrolment. Further information is sought during the Family Assessment Meeting.

The particular health needs of each student are documented at enrolment, at review meetings and whenever necessary to ensure specific health plans are followed throughout placement.

If a student arrives unwell to Dunlea Centre or becomes unwell whilst at Dunlea Centre, the parents/carers are contacted and requested to come and collect their child. If they cannot collect them, suitable transport is agreed upon ensuring the safety and welfare of the student is prioritised. In some circumstances, a doctor's certificate may be requested prior to the students returning to Dunlea Centre.

If a student requires medical attention, staff will administer first aid if required and contact parents/carers to request permission to take their child or student to an



appropriate medical professional. Staff will accompany a student to such appointments if the parent/carer is unavailable. If a student suffers a head injury (i.e. any injury above the neck or shoulders) whilst at Dunlea Centre, they must be taken to a GP as soon as possible after the injury for assessment. Parents/carers are contacted immediately. If the student requires regular monitoring overnight they will return home and parents/carers will assume duty of care. Where this is not in the best interests of the student, a plan is developed between the Residential Youth Worker, Residential Manager and Residential Assistant Manager to ensure the safety and wellbeing of the student.

If emergency medical attention is required, an ambulance will be called. Parents/carers are contacted immediately and a manager is informed. Staff will accompany a student to the hospital and parents/carers are required to meet them there and assume duty of care.

In circumstances where a student requests that their parents/carers are not informed of their attendance at a medical appointment, staff seek advice from their manager and decision will be made, in keeping with legislative requirements, regarding how to proceed.

If parents/carers decline to address health concerns regarding their child, which are raised by Dunlea Centre, consideration will be given to legislative requirements regarding risk of harm and neglect.

All incidents of illness and medical concern are documented and stored. Required documents can include one or more of the following: Communication Records, Injury Report Forms, Significant Event Notification, Residential Nightly Report and Incident/Hazard Report.

First Aid Kits are located in all Residential, Classroom Offices and vans. Staff are responsible for taking first aid kits on all excursions or outings. Maintenance of all first aid

kits is carried out each term by a member of the Administration Team. Staff are responsible for informing the Administration Team if they require replenishment of items at any other time.

All staff are fully trained in First Aid and Anaphylaxis.

Physical Activity

Dunlea Centre actively promotes physical activity as part of a healthy and balanced lifestyle to all students.

Dunlea Centre provides regular practical physical activity sessions to all students as a component of the PDHPE and PASS curriculum and during recess and lunch time. Additional extra-curricular physical activities are available after the school day in the residential program. All students are required to participate in extracurricular activities. There is also further opportunity for physical activity during privilege time within BTSSM. Activities available during privilege time include supervised access to the swimming pool (when suitable), supervised access to the gym/weights room and a variety of sports. Physical activities during privilege time are optional.

All physical activities are closely supervised and monitored by staff.

Diet and Nutrition

Dunlea Centre provides a nutritional and balanced diet to all students that is consistent with the Australian Dietary Guidelines.

Menu plans are developed in collaboration with the Residential Manager, Residential Assistant Manager, Residential Youth Workers and students. Input is sought from parents/carers regarding individual dietary needs for their child if required, including for religious reasons.

Staff receive training in the safe handling of food and ensure that food is prepared, stored and served safely in compliance with the Food Act 2003 (NSW).

Staff encourage and support students to have a wide variety of nutritious foods. If staff have any concerns regarding a student's diet and nutrition (including indications of disordered eating) they will raise this with a Manager. This is then raised and discussed with the student and parents/carers. Specialist assistance from the Senior Psychologist and external medical professionals is sought if required. Food is never withheld from a student as a consequence.

Bullying and Harassment - Students

All students have the right to be free from bullying, harassment, intimidation and victimisation and its associated impacts. Given that Dunlea Centre has a residential component, effective management of bullying is particularly critical to ensure the safety, wellbeing and welfare of students over 24 hour periods. Dunlea Centre does not accept or tolerate bullying in any form.

Harassment is any verbal, physical or sexual conduct (including gestures) which is uninvited,unwelcome or offensive to a person.

Bullying is repeated oppression, physical or psychological, of a less powerful person by a more powerful person or group.

Cyberbullying is a form of bullying carried out through email, social media, internet services and mobile phone technologies.

Students are encouraged to report incidents of bullying, towards themselves or another student, to staff. Bystanders who do nothing to stop bullying may be contributing to the problem by providing an audience.



In situations where extreme sexual harassment has occurred, Dunlea Centre will contact the police and criminal charges could be laid.

Harassment is usually directed at a person because of their race, gender, creed or abilities. It can be subtle or explicit.

Subtle forms of harassment include, but are not limited to: staring/leering, unwanted comments regarding physical appearance or sexual preference, racist comments or jokes, questions about a person's sexuality, persistent comments about a person's private life, physical contact (e.g. brushing against someone), offensive name calling.

Explicit forms of harassment include, but are not limited to: Aggressive physical contact, unwelcome patting or touching, repeated requests for dates, offensive gestures/comments/emails, sexually provocative remarks, requests for sexual favours, requests for pornographic pictures/ material.

Bullying can involve, but is not limited to: Aggressive physical contact, publicly excluding someone, taking or breaking someone's property, knocking a person's possessions from their hands, teasing, offensive comments/gestures/emails/texts.

All complaints and reports of bullying are taken seriously. Dunlea Centre does not tolerate bullying or harassment in any form. All complaints and reports of bullying are treated confidentially.

If a student reports any incident of bullying or harassment, either to themselves or others; or a staff member witnesses any incident of bullying or harassment; or a parent/carer reports any incident of bullying or harassment regarding their child, the Leadership Team will address the issue immediately.



Management and resolution of bullying incidents may include, but are not limited to, the following strategies:

- Behaviour Contracts
- Parent/carer involvement/attendance at meetings
- Subsystem (disciplinary system as per the BTSSM)
- Issuing of apologies and/or acts of restitution
- Increased teaching of relevant social skills for perpetrators and victims
- Increased supervision and accountability
- Therapeutic support for all students involved
- Involvement of Police Youth Liaison Officer/Police

Ongoing and/or severe acts of bullying may result in the perpetrator being suspended or their placement being terminated.

Additional support for bullying and harassment issues can be accessed through the following avenues:

Police Supports

https://www.police.nsw.gov.au/safety_and_prevention/your_community/young_people_and_youth_issues

https://www.police.nsw.gov.au/safety_and_prevention/safe_and_secure/online_safety/online_safety_accordian/cyberbullying

Other Services

www.bullyingnoway.com.au

<https://antibullying.nsw.gov.au/>

www.au.reachout.com

www.headspace.org.au

www.kidshelpline.com.au

www.youthbeyondblue.com

