

Student Welfare Policy

Overview

Atlas Language School takes student welfare seriously, because of its broad-based definition of welfare services for students, all departments will participate, cooperate and support each other in ensuring the safety, emotional well-being and implementation of all legal requirements.

We aim to create a positive ethos in the school, whereby the student's well-being, emotional needs, and general welfare are considered.

Consequently, Atlas Language School will:

- Maximise student participation in the school community.
- Develop and implement policies and procedures to protect the welfare of all school community members.
- Value difference and discourage narrow and limiting stereotypes.
- Establish networks to support students and make sure that students know about this support.
- Provide resources and opportunities for students to contribute to decision-making in the school using a range of mechanisms, including the student council.

Purpose

1. All Atlas Language School student support policies and procedures are built around the core values of maintaining their health and safety and well-being.
2. We wish students and stakeholders to feel safe and their welfare is of paramount importance to us.
3. Atlas Language School will ensure that it works within all legal frameworks, and adopts "*best practice principles*" in providing welfare, emotional and social support for students.
4. There will always be a particular focus on vulnerable students, those who may be under 18 or those who may require special focus or support as a result of their special educational needs or disabilities.
5. Physical well-being is equally important as emotional, social well-being and the self-esteem of students.
6. All members of staff will consciously regard and take action where necessary within these aims in order that the core function of Atlas Language School (teaching and learning) can take place effectively.

Support structures in place

Depending on the issue, Atlas Language School will provide support through one of these individuals:

- Designated welfare officer/s.
- Designated safeguarding officer/s.
- Support from academic staff.
- Support from bilingual staff.
- Dedicated health and safety officer/s.

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Atlas Language School Roles and Responsibilities

The Role of Management

Atlas Language School expects that all managers, heads of department, and those in positions of responsibility, will play a leading role in ensuring high-quality welfare provision support and advice.

Consequently, all managers will have the responsibility to demonstrate:

- A commitment to student welfare.
- Implementation of the policies and practices related to student welfare.
- That student welfare is regularly reviewed.
- Implementation of the student code of conduct.

The Role of All Staff:

All personnel has the responsibility for:

- Ensuring that they are familiar with the Student Welfare Policy.
- Following all procedures to meet the personal, social and learning needs of students.
- Creating a safe, caring learning environment for all Atlas community.
- Implementing, supporting or encouraging health and social skills programs, i.e. Job Shop.
- Intervening when welfare problems or issues are identified by teachers or other members of staff.
- Providing ongoing welfare and support services to students, recognising the limitations of the school to respond to all issues, the school primarily acts as a conduit to 3rd party organisations.
- Recognising and respecting the diversity within Atlas Language School and providing programs, social activities, and general support which acknowledge difference and mutual respect between different groups of individuals.
- Recognising the role that Atlas Language School has in maintaining ongoing, strong effective links with the local authority and other associated support services and organisations.

The Role of Teachers

Atlas teachers have responsibility for:

- Encouraging students to discuss their views and concerns during tutorials.
- Reporting significant issues to the Welfare Officer.
- Encouraging students to take responsibility for their own learning and behaviour.
- Ensuring a sensitive discussion of equity issues where these come up in class.

Outcomes for students

- Students will feel comfortable expressing issues to the Welfare Officer.
- Students will feel valued as individuals and that their emotional, social and cultural needs are being met.

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- Students will develop an understanding of themselves as well as skills for positive, socially responsible participation.
- Students will develop competencies that enhance the quality of their relationships with others.