



School Agreement



— **KIMBERLEY** —
SCHOOL OF THE AIR

Together in isolation

School Vision

Together in isolation

This requires us, as a school community, to build relationships and work together with Respect, Resilience and Integrity.

Our school understands the commitment and persistence of our geographically isolated communities, and values each of these unique stories.





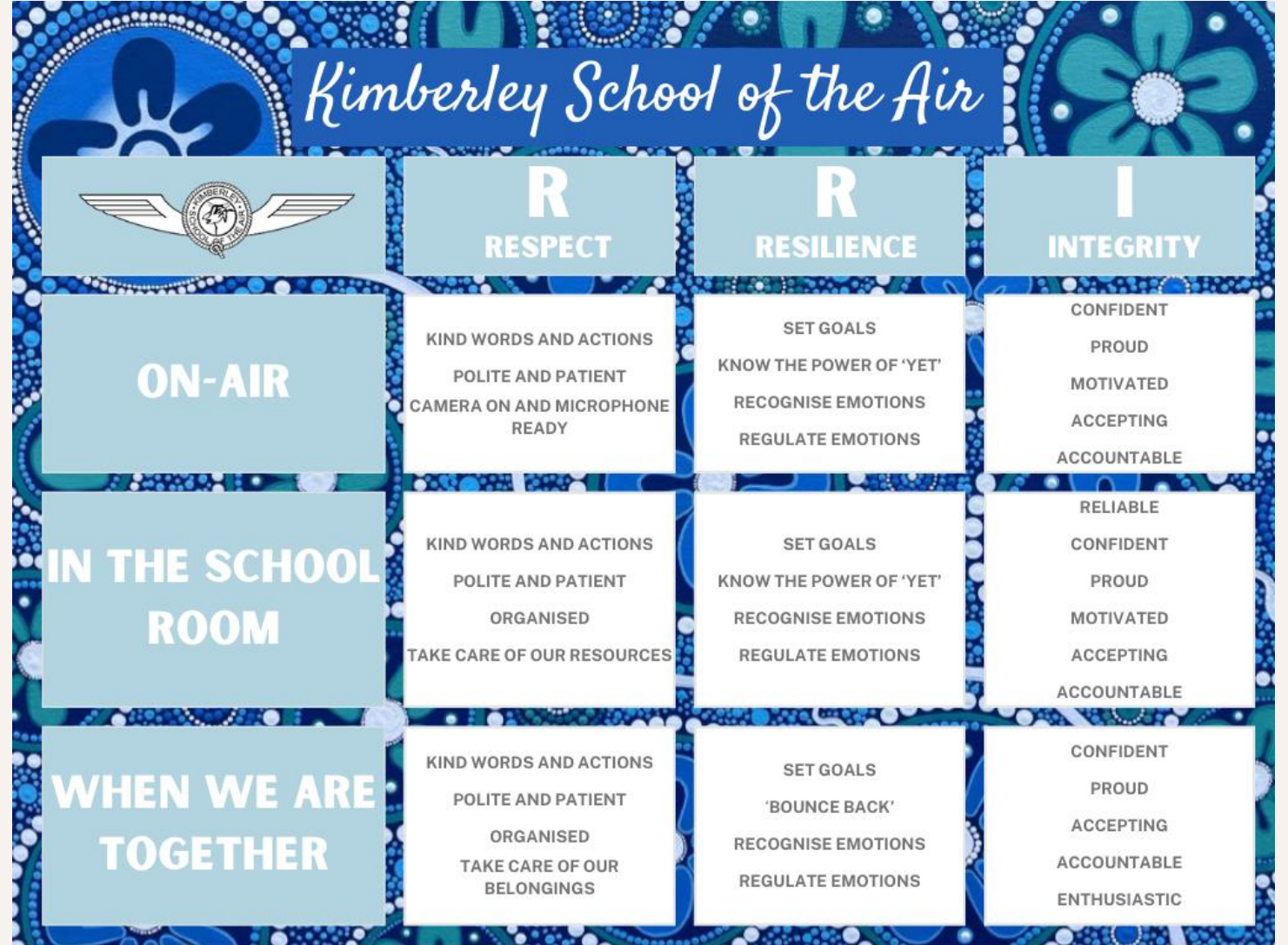
Overview

This policy aims to clarify the roles of all KSOTA stakeholders (staff, parents, Home Tutors, and students) in the participation of on-air and in-person activities. Outlined in the following pages is a breakdown of the roles and responsibilities for each stakeholder.



Positive Behaviour Support

PBS is a proactive approach that relies on research-based practices, including developing clear behavioural expectations, teaching these expectations, acknowledging appropriate behaviour, consistently correcting inappropriate behaviour and using data to systematically solve problems.



The chart is titled "Kimberley School of the Air" in a blue banner at the top. Below the banner is a grid of 12 boxes. The first column contains three boxes: "ON-AIR", "IN THE SCHOOL ROOM", and "WHEN WE ARE TOGETHER". The second, third, and fourth columns are headed by "R RESPECT", "R RESILIENCE", and "I INTEGRITY" respectively. Each box contains a list of behavioral expectations. The Kimberley School of the Air logo is in the top-left corner.

	R RESPECT	R RESILIENCE	I INTEGRITY
ON-AIR	KIND WORDS AND ACTIONS POLITE AND PATIENT CAMERA ON AND MICROPHONE READY	SET GOALS KNOW THE POWER OF 'YET' RECOGNISE EMOTIONS REGULATE EMOTIONS	CONFIDENT PROUD MOTIVATED ACCEPTING ACCOUNTABLE
IN THE SCHOOL ROOM	KIND WORDS AND ACTIONS POLITE AND PATIENT ORGANISED TAKE CARE OF OUR RESOURCES	SET GOALS KNOW THE POWER OF 'YET' RECOGNISE EMOTIONS REGULATE EMOTIONS	RELIABLE CONFIDENT PROUD MOTIVATED ACCEPTING ACCOUNTABLE
WHEN WE ARE TOGETHER	KIND WORDS AND ACTIONS POLITE AND PATIENT ORGANISED TAKE CARE OF OUR BELONGINGS	SET GOALS 'BOUNCE BACK' RECOGNISE EMOTIONS REGULATE EMOTIONS	CONFIDENT PROUD ACCEPTING ACCOUNTABLE ENTHUSIASTIC

PBS at KSOTA



KSOTA operates across three very distinctive environments:

- The on-air classroom
- The on-site schoolroom
- Whole-school camps

The KSOTA community works together to set consistently high behaviour expectations for all students and adults. Through our fortnightly assemblies, students are explicitly taught behaviour expectations. These expectations become a 'focus' in the classroom and schoolroom, with teachers and Home Tutors acknowledging appropriate behaviour.

Home Tutors communicate directly with KSOTA to evaluate the success of the 'focus' behaviour expectation in their individual schoolrooms. As a whole staff, the decision is made whether to revisit the expectation or introduce another.

Each fortnight, a 'random' site is drawn for a 'Schoolroom Spotlight'. This schoolroom has a fortnight to collect evidence/examples of the positive behaviours displayed in their schoolroom and share on Seesaw. This will then be shown at the whole-school assembly.



Teacher Expectations

Well planned and prepared air-lessons are essential part of the curriculum delivery at KSOTA. Lesson materials and programs are designed to address the curriculum and class priorities in an interactive manner.

Teachers at KSOTA will:

- Model Respect, Resilience and Integrity
- Start and complete lessons on time
- Keep record/notes of student responses for reporting purposes
- Plan, prepare, resource, and deliver engaging lessons
- Email weekly programs to Home Tutors before the beginning of the school week
- Use Explicit Teaching strategies
- Have in-depth content knowledge of the current Project
- Ensure SCSAs time allocations for Literacy and Maths are met
- Communicate personably and effectively with Home Tutors and parents
- Follow KSOTA curriculum scope and sequences
- Record daily attendance
- Be appropriately dressed for the on-air classroom
- Be proud to be a part of KSOTA



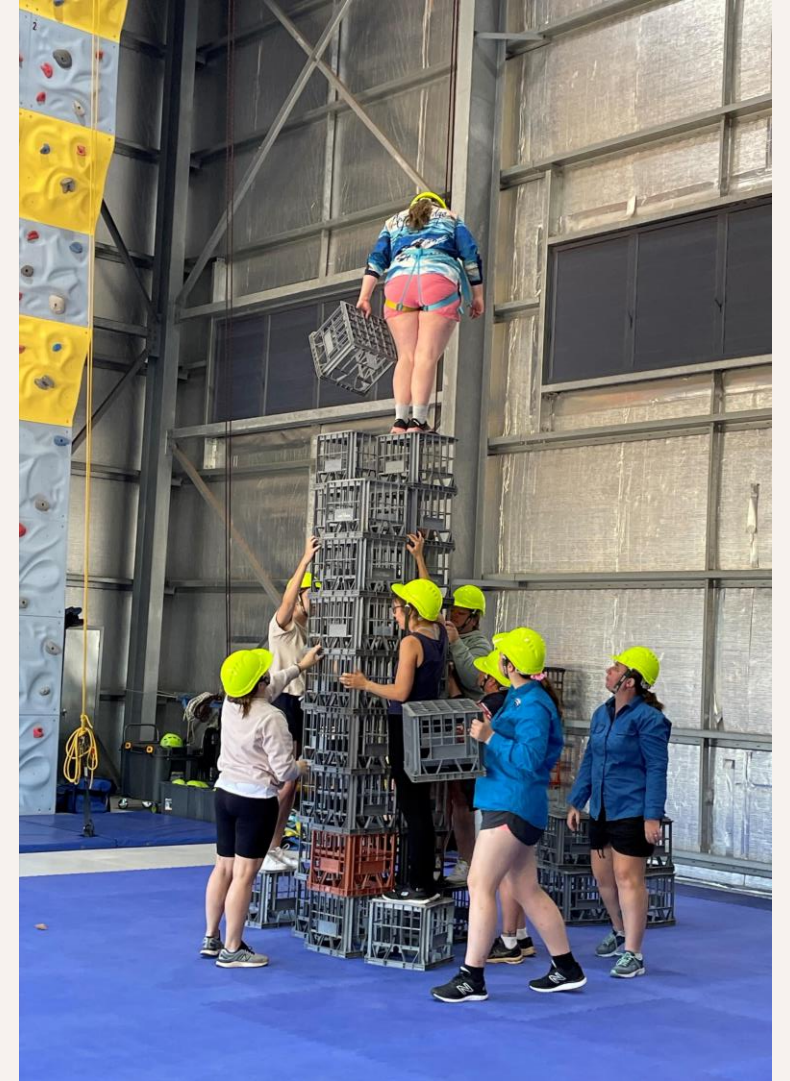
Home Tutor Expectations

The Home Tutor is an invaluable resource at KSOTA. We recognize their continued commitment to improving the educational outcomes of students living in geographical isolation.

Home Tutors are an extension of our KSOTA teachers. Despite being organised by each individual site, Home Tutors can expect to be held to the same high standards as our teachers.

Home Tutors at KSOTA will:

- Model Respect, Resilience and Integrity
- Speak respectfully and appropriately to each other, KSOTA staff, and students during air-lessons, when in the schoolroom, and at camps
- Speak respectfully and appropriately to other adults when in the schoolroom
- Use safe and respectful contact with students when managing challenging behaviour during air-lessons, in the schoolroom, and at camps
- Support teachers to deliver air-lessons by maintaining an orderly schoolroom
- Ensure off-air work is completed and submitted to teachers
- Communicate directly with the classroom teacher regarding any educational or behavioral concerns that have arisen in the schoolroom
- Be appropriately dressed for the on-air classroom and their schoolroom
- Be proud to be a part of KSOTA



Student Expectations

Our students are at the centre of all decision making at KSOTA. Teachers, Home Tutors and parents are committed to the individual growth and development of each student.

Students at KSOTA will:

- Demonstrate Respect, Resilience and Integrity
- Be organised and on time for air-lessons
- Return completed work samples to the classroom teacher in a timely manner
- Present their written work neatly
- Work collaboratively with their classmates, and students in their schoolroom
- Take care of KSOTA resources
- Take pride in their achievements
- Be appropriately dressed for the on-air classroom and their schoolroom
- Be proud to be a part of KSOTA



Travelling Families Expectations

The KSOTA correspondence teacher will:

- Ensure each travelling student has a weekly 30-minute check-in
- Provide constructive feedback on submitted work samples
- Be a point of contact for travelling families
- Provide a semester report for students who have been part of the program for more than 5-weeks

Travelling families will:

- Commit to a weekly 30-minute check-in with the KSOTA teacher
- Return work samples in a time designated by the teacher
- Enable students in Year 2 and above to participate in check-ins independently
- Work directly with your child/ren during off-air activities to support their learning journey
- Provide feedback, corrections, and mark completed work before returning to the teacher.
- Make anecdotal notes on the child/ren's work to allow the teacher to track progress and note any support that was provided during the activity
- Ensure absences are explained to the KSOTA teacher
- Manage their personal timetables to ensure that schooling is prioritised
- Be appropriately dressed for the on-air classroom
- Be proud to be a part of KSOTA



On-Air Expectations

Well planned and prepared air-lessons are an essential part of the curriculum delivery at KSOTA. Lesson materials and programs are designed to address the curriculum and class priorities in an interactive manner.

On-air, teachers will:

- Model Respect, Resilience and Integrity
- Start and complete lessons on time
- Keep record/notes of student responses for reporting purposes
- Deliver engaging lessons
- Be appropriately dressed
- Use Explicit Teaching strategies

On-air, students will:

- Demonstrate Respect, Resilience and Integrity
- Arrive on time and prepared
- Have their camera on and microphone ready
- Remain at their computer for the entirety of the air-lesson
- Refrain from eating
- Be appropriately dressed

On-air, Home Tutors will:

- Model Respect, Resilience and Integrity
- Ensure resources are collected prior to the lesson and accessible
- Minimise background noise and interruptions as much as possible
- Be available to support the student if necessary or directed
- Be appropriately dressed



Schoolroom Expectations

The schoolroom is where KSOTA students and Home Teachers carry out most of their teaching and learning. Schoolrooms should be inviting, accessible, and well maintained.

In the schoolroom, students will:

- Demonstrate Respect, Resilience and Integrity
- Complete their off-air tasks to a high standard
- Take care of KSOTA resources

In the schoolroom, Home Tutors will:

- Model Respect, Resilience and Integrity
- Ensure resources are well maintained
- Have ready access to teachers' weekly programs
- Take opportunities to display student's work and/or awards
- Celebrate successes
- Use 'teachable moments' to develop student's knowledge and understanding



Camp Expectations

Camps are an essential element of schooling through KSOTA as they provide teachers, students, and the wider school community with face-to-face interactions. All students from Kindy to Year 6 are invited to attend, along with their younger siblings, parents and Home Tutors.

Camps at KSOTA will:

- Occur at least twice a year
- Be organised by the principal
- Have a balance of social and educational experiences

At camps, teachers will:

- Speak respectfully and appropriately to students, Home Tutors and families
- Use safe and respectful contact with students
- Be appropriately dressed
- Provide duty of care for students between 6am and the end of evening activities (approx. 8pm), unless the child is removed by a parent/caregiver
- Organise and facilitate activities for enrolled students



Camp Expectations cont...

At camps, Home Tutors and parents will:

- Be solely responsible for non-enrolled siblings
- Supervise their children between 8pm and 6am
- Ensure children remain inside their dorms until 6am
- Remain on site and be present during seminar sessions
- Inform the student/s classroom teacher if your child/ren will be away from teacher supervised activities (e.g. leaving evening games early, taking a nap, unwell and staying with parent)
- Sign out of camp using the designated book, if leaving the Broome Camp School during the day
- Nominate an appropriate adult to supervise children if leaving during the evening, noting this and a contact phone number in the sign out book
- Use safe and respectful contact with their children when managing challenging behaviour
- Be appropriately dressed
- Speak respectfully and appropriately to students, teachers and other adults
- Have a valid WA Working With Children Card



Home Visit Expectations

Home Visits are an integral part of how KSOTA delivers a world class distance education program. Home Visits are held in high regard by both the school and the families. The social aspects of the visit are crucial for strengthening the relationships that exist between the school and families.

Home Visits at KSOTA will:

- Have a balance between 'social' and 'school' activities
- Be coordinated by the principal
- Always include two or more staff members

On a Home Visit, teachers will:

- Speak respectfully and appropriately to students, Home Tutors and families
- Use safe and respectful contact with students
- Be appropriately dressed
- Refrain from participating in unauthorized activities, such as horse riding and helicopter tours

On a Home Visit, families and Home Tutors will:

- Ensure students are always supervised by a family member or the Home Tutor
- Ensure they are contactable during the teachers' travel to the site
- Use safe and respectful contact with students when managing challenging behaviour
- Be appropriately dressed
- Speak respectfully and appropriately to students and teachers



Rewards

For students, the following procedures will be followed when positive behaviour is displayed:

- KSOTA merit awards - presented at assembly and then mailed to the site with a prize
- Specialist subject teacher awards - presented at assembly and mailed to the site
- Principal award- presented at assembly and then mailed to the site with a prize
- PBS shoutout - at assembly



Consequences

For all stakeholders, the following procedures will be followed:

- A display of unacceptable behaviour will result in an explanation of what was inappropriate
- A second display of unacceptable behaviour results in a warning
- A third display of unacceptable behaviour results in a collaborative behaviour meeting to discuss acceptable behaviour
- A fourth display could impact attendance at camps

Whilst staff will endeavor to follow these guidelines, there may be circumstances where staff will need to use their discretion.

