# APPLICATION PROCESS TO JOIN THE VICTORIAN SWPBS INITIATIVE (2018) v. 02/2018

The first objective of the 2018 Victorian SWPBS initiative will be to support school based teams to implement tier I of SWPBS with fidelity through high quality training, ongoing coaching and the use of valid and reliable evaluation tools.

## Step 1. Initial contact and assessment

1. School submits ***Expression of Interest*** to receive coaching support
2. SWPBS Central Unit checks Coach availability and existing avenues for supporting the school
3. If there is no Coach available in your area at the time, the Central Unit will determine if your school can be supported through a Network activity, FISO group, or PLC. You will be contacted when a Coach becomes available.

or

Where a Coach is available and appropriate, he/ she will meet with school leadership to discuss the fit of SWPBS for their school

1. The Central Unit will consider the following factors in assessing applications: date of EOI receipt, level of commitment indicated by school leaders, SWPBS alignment with AIP goals, SWPBS compatibility with existing school philosophy and programs, Area and Regional priorities
2. School leadership Team is fully informed of the implementation process, training and support required for successful implementation
3. If school leaders are supportive, they will begin to build staff commitment and schedule a presentation to staff by SWPBS Coach (step 2)

## Step 2. Exploration

1. SWPBS Coach or Central Unit presents *Awareness Workshop* for the entire staff; school gauges staff commitment
2. SWPBS Coach conducts School Readiness Checklist along with Principal or Coordinator

## Step 3. Commitment

1. Completed staff buy-in survey indicates that **>** 80% staff wish to implement SWPBS
2. ***Application kit / Collaboration agreement*** signed by School Principal and Coach

## Step 4. Identify SWPBS Implementation Team

1. Establish or review School SWPBS Implementation Team. Call for expressions of interest as appropriate
2. Identify School SWPBS Coordinator
3. Consult with a Coach regarding team composition – should be representative of school
4. Coach and Coordinator set date for initial Team training and Coordinator Training

## Step 5.

### Tier I Team Training Day 1 and 2

* SWPBS Rationale
* SWPBS Framework
* Three Tier Prevention Logic
* SWPBS Key Concepts
* 7 Essential Features of Universal Prevention

### Coordinator Training

* Understand 4 phases of implementation
* Introduce Coach training manual materials/resources

## Step 6. Tier I Implementation

1. SWPBS Coordinator and school SWPBS Implementation Team meet regularly to lead the school implementation process
2. SWPBS Coordinator receives ongoing coaching; Coach participates in some meetings
3. Ongoing progress monitoring, data collection an evaluation

## Step 7. Tier I Team Training Day 3

1. Bullying Prevention in SWPBS
2. Family and community engagement with school
3. Introduction to functional behaviour assessment, understanding antecedent behaviour consequence (ABC) in a school-wide context

## Step 8. Team Training Day 4

SWPBS Classroom Systems Training: Effective Classroom Practices

* relationships
* classroom expectations
* opportunities to respond
* classroom procedures and routines
* classroom environment
* active supervision
* activity sequence and choice
* responding to challenging behaviour
* SWPBS problem solving and continuum
* encouraging expected behaviour
* task difficulty

## Step 9. Full Tier I Implementation

* Confirmed by SWPBS Central Unit
* 1-3 year process guided by the Self Assessment Survey (SAS) and Tired Fidelity Inventory (TFI)
* 80% average on SAS conducted at least annually
* 70% achieved and sustained on TFI over three consecutive administrations and confirmed by SWPBS Central Unit
* **School eligible for VIC SWPBS Tier I recognition and progresses to Tier II training.**