

RESPECT FOR SCHOOL STAFF POLICY

PURPOSE

To ensure that members of our community understand **Moe (Albert Street) Primary School** expectations for appropriate interactions with school staff.

POLICY

Staff at **Moe (Albert Street) Primary School**, including teachers, education support staff, office staff, the Assistant Principal/s and Principal are committed to providing a positive and supportive learning environment for all our students. Our staff take their work very seriously and feel privileged to be able to play an important role in each child's education.

Parents/carers and visitors to our school also have an important role to play in fostering a safe and inclusive environment for the entire school community.

Respectful behaviours within the school community

All staff at **Moe (Albert Street) Primary School** have a right to a safe and supportive work environment, and we expect that parents/carers and visitors behave in an appropriate and respectful manner at all times.

The Department of Education and Training has outlined expectations on parent/carer behaviour within Victorian government school communities in the [Respectful Behaviours within the School Community Policy](#).

Unacceptable behaviours

When parents and carers engage in unacceptable behaviours against a staff member of another member of the school community, this can affect their health, safety, and wellbeing.

Unacceptable behaviours include, but are not limited to:

- Being violent or threatening violence of any kind, including physically intimidating behaviour such as aggressive hand gestures or invading another person's personal space
- Speaking or behaving in a rude, aggressive, or threatening way, either in person, via email, social media, or over the telephone
- Sending demanding, rude, confronting, or threatening letters, emails or text messages
- Discriminatory or derogatory comments
- The use of social media or public forums to make inappropriate or threatening remarks about the school, staff or students.

At the Principal's discretion, unacceptable behaviour may be managed by:

- requesting that the parties attend a mediation or counselling sessions
- implementing specific communication protocols
- written warnings
- conditions of entry to school grounds or school activities

- exclusion from school grounds or attendance at school activities
- reports to Victoria Police
- legal action

The Principal may also seek support from Department of Education and Training staff when managing unacceptable parent or carer behaviour.

Respectfully raising complaints

We welcome complaints from parents and carers if they are communicated in a respectful and constructive way. Complaints and concerns raised with us can help our school community by providing feedback to improve how our school operates.

When raising a complaint or concern with us, **Moe (Albert Street) Primary School** expects all members of our community to act consistently and respectfully with this policy, and our *Communication with staff policy*.

to raise a complaint or concern with our school, refer to our **Moe (Albert Street) Primary School's** Complaints *Policy*.

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Reminders in our school newsletter
- Included in staff induction processes
- Included in staff handbook/manual
- Signage will be displayed at the front office
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request

Policy last reviewed	April 2022
Consultation	
Approved by	Principal
Next scheduled review date	April 2025