

CHELSEA PRIMARY SCHOOL

RESPECT FOR SCHOOL STAFF POLICY



Help for non-English speakers

If you need help to understand the information in this policy, please contact the Principal or Assistant Principal on 9773 2055

PURPOSE

To ensure that members of our community understand Chelsea Primary School's expectations for appropriate interactions with school staff.

POLICY

All staff at Chelsea Primary School are committed to providing a positive and supportive learning environment for everyone. Our staff take their work seriously and feel privileged 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 school community. Respectful two-way communications and behaviours between staff and parents/carers are the norm.

Respectful behaviours within the school community

All staff at Chelsea 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 or another member of the school community, this can affect the health, safety and wellbeing of the targeted individual.

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 comment
- 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 and/or legal action

The Principal may also seek support from Department of Education 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, Chelsea Primary School expects all members of our community to act consistently with this policy, our Statement of Values and School Philosophy and the Department’s [Respectful Behaviours within the School Community Policy](#).

For information on how to raise a complaint or concern with our school, refer to our Parent 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 handbook/manual
- Hard copy available from school administration upon request

RELATED POLICIES/RESOURCES

Department of Education policies and resources:

- [Work-Related Violence in Schools Policy](#)
- [Respectful Behaviours within the School Community Policy](#)

Chelsea Primary School policies:

- Parent Complaints Policy
- Statement of Values and School Philosophy

POLICY REVIEW AND APPROVAL

Policy last reviewed	July 2024
Approved by	Principal
Next scheduled review date	July 2027

