



## Respect for School Staff Policy

### Table of Contents

Location.....	1
Language Opportunities.....	1
Purpose.....	2
Policy.....	2
Further Information and Resources.....	3
Policy Review and Approval.....	3

### Location

All Coburg High School policies are located under the 'Community' tab on Compass, sub-section 'School Documentation' and then 'Policies'.

### Language Opportunities



If you require this document to be translated into another language, please contact:

[info@coburg.vic.edu.au](mailto:info@coburg.vic.edu.au)

Se si richiede che questo documento sia tradotto in un'altra lingua, si prega di contattare:

[info@coburg.vic.gov.au](mailto:info@coburg.vic.gov.au)

Εάν ζητήσετε να μεταφραστεί αυτό το έγγραφο σε άλλη γλώσσα, επικοινωνήστε με την ηλεκτρονική διεύθυνση [info@coburg.vic.edu.au](mailto:info@coburg.vic.edu.au)

यदि आपको इस दस्तावेज़ को किसी अन्य भाषा में अनुवादित करने की आवश्यकता है, तो कृपया संपर्क करें:

[info@coburg.vic.edu.au](mailto:info@coburg.vic.edu.au)

اگر شما نیاز دارید که این سند به زبان دیگری ترجمه شود ، لطفاً با این آدرس تماس بگیرید: [info@coburg.vic.edu.au](mailto:info@coburg.vic.edu.au)

หากคุณต้องการแปลเอกสารนี้เป็นภาษาอื่นกรุณาติดต่อ: [info@coburg.vic.edu.au](mailto:info@coburg.vic.edu.au)

إذا كنت تريد ترجمة هذا المستند إلى لغة أخرى ، فيرجى الاتصال بـ: [info@coburg.vic.edu.au](mailto:info@coburg.vic.edu.au)

## Purpose

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

## Policy

Staff at Coburg High 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 Coburg High 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 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:

- implementing specific communication protocols
- written warnings
- requesting that the parties attend a mediation or counselling sessions
- 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, Coburg High 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 Coburg High School *Raising Concerns and Complaints Policy*.

The [Family Engagement in Learning](#) is also a useful Department resource outlining how parents and carers can best engage with schools to provide feedback, suggestions and complaints.

## Further Information and Resources

Department of Education and Training policies and resources:

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

Coburg High School policies:

- Raising Concerns and Complaints Policy
- Statement of Values and School Philosophy

## Policy Review and Approval

Policy last reviewed	2024
Approved by	Principal
Next scheduled review date	2028