

Respectful Behaviours Within the School Community Policy



HELP FOR NON-ENGLISH SPEAKERS

If you need help to understand the information in this policy, please contact Baxter Primary School on 03 5971 1391 or baxter.ps@education.vic.gov.au.

PURPOSE

This policy outlines the shared roles of parents, carers and school staff in creating a positive environment for student learning.

Victorian Government schools recognise that students achieve their best when parents, carers, and school staff work together as a united team. We are committed to fostering strong, respectful partnerships with families to support the learning, wellbeing, and development of every student.

The expected standards of behaviour apply to different school settings. This includes school events, camps, excursions, outdoor activities and online learning.

The purpose of this policy is to assist Baxter Primary School community to understand and meet requirements for creating a safe and respectful community to ensure a better environment for our students to thrive. Everyone in the school community has a right to a safe and healthy learning environment and workplace.

SCOPE

The [Respectful Behaviours with the School Community Policy](#) is available on the Department of Education and Training's website, and promotes the importance of respectful and collaborative relationships between parents, carers and school staff.

It sets out clear guidelines on the expected standards of behaviour for parents, carers and other adults who interact with the school community to reduce the risk and incidence of work-related violence towards school staff. This is an opportunity to work together to create a positive relationship in the best interests of the child. When this relationship is built on respect and trust, students learn more effectively and have a sense of belonging.

The foundation of a good collaborative relationship is based on:

- open and honest communication
- trust and respect
- working together
- fair and reasonable expectations by all

Shared responsibility of members of the school community to behave respectfully

Positive school environments are important because everyone has the right to be safe and play a shared role in being respectful. Everyone at school, particularly staff and parents/carers, play a role in making the school a better place for learning and for people to work.

Respectful behaviours are important in building strong, healthy and thriving school communities.

School staff in Victorian Government schools must follow the Respectful Workplaces Policy to build and maintain a respectful workplace, including:

- treating each other with respect and consideration
- being inclusive, valuing others and accepting their differences

- recognising the efforts and achievements of others
- considering our impact on others
- calling out and addressing behaviour that can lead to bullying, harassment and discrimination.

Parents/carers can create a positive environment for learning and work by:

- modelling positive behaviour to their child/children and to the school community
- communicating politely and respectfully with all members of the school community
- collaborating with the school to achieve the best outcomes for their child/children
- communicating constructively with the school
- making use of the expected processes and protocols when raising concerns
- following the school's processes for communication with staff and making complaints
- treating all school staff, students, and other members of the school community with respect.

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 recipient's 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
- making discriminatory or derogatory comments
- the use of social media or public forums to make inappropriate or threatening remarks about the school, staff or students

If a parent or carer behaves in an unacceptable way, the school principal may contact them to talk about this further and there may be consequences.

Unacceptable or unreasonable behaviour may be escalated to the Department, where it will be assessed and managed by:

- requesting that the parties attend a mediation or counselling sessions
- requesting all communications be in writing
- 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
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Respectfully raising complaints at your school

The Department supports your right to make a complaint and provides a Parent Complaints Policy to help you do this. Baxter Primary School welcomes complaints from parents and carers if they are communicated in a respectful and constructive way. Complaints and concerns raised with us via the correct channels, can help our school community by providing feedback to improve how our school operates.

When raising a complaint or concern with us, Baxter Primary School expects all members of our community to act consistently with this policy, our [Statement of Values & School Philosophy document](#) and the Department's [Respectful Behaviours within the School Community Policy](#).

For more information, refer to the Baxter Primary [Complaints Policy](#) or the Department's Parent Complaints Policy.

APPROVAL AND REVIEW

This policy will be reviewed on a 1–2-year basis, or earlier as required.

Policy last reviewed	17/02/2025
Approved by	Principal
Next scheduled review date	Before February 2027



**Respectful school communities
start with respectful behaviour**

**Parents, carers, staff and students can help keep our school
community safe, supportive and respectful.**

Good relationships are based on: