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Logo  Description automatically generated |   **EMERALD** **SECONDARY COLLEGE** |
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RESPECT FOR SCHOOL STAFF

POLICY

**Help for non-English speakers**

If you need help to understand the information in this policy, please contact Emerald Secondary College on (03) 5968 5388 or email emerald.sc@education.vic.gov.au

## **Purpose**

To ensure that members of our community understand Emerald Secondary College’s expectations for appropriate interactions with school staff.

## **Policy**

Staff at Emerald Secondary College’s, including teachers, education support staff, office staff, the assistant Principal/s and Principal are committed to providing a 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.

All staff at Emerald Secondary College have a right to a safe and supportive work environment.

Emerald Secondary College expects that all parents/carers and visitors to our school behave in an appropriate and respectful manner to school staff at all times.

There will be a zero-tolerance approach to any aggression, intimidation, threats or harassment of school staff, by any means (e.g. in person, by phone, by email, on social media etc). These behaviours may lead to exclusion from school grounds and school activities.

The principal may report aggressive, intimidating, threatening or otherwise inappropriate conduct to Victoria Police. The Department of Education and Training may also take legal or other appropriate action against community members or parents/carers who pose a threat to the safety and wellbeing of school staff.

Emerald Secondary College expects all members of our community to act consistently with our *Statement of Values*. We are committed to ensuring that staff, parents/carers, and students are able to work together in an appropriate and respectful way.

**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
* Hard copy available from school administration upon request

## **RELATED POLICIES and resources**

The Department’s Policy and Advisory Library (PAL):

* [Occupational Violence and Aggression in Schools](https://www2.education.vic.gov.au/pal/occupational-violence-and-aggression-schools/policy)

**POLICY REVIEW AND APPROVAL**

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| Policy last reviewed  |  29th October 2021 |
| Approved by  |  Principal  |
| Next scheduled review date  |  May 2023 |