



# Respect for School Staff Policy



## Help for non-English speakers.

If you need help to understand the information in this policy, please contact Maryborough Education Centre (MEC) on 5461 7900.

## PURPOSE

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

## POLICY

Staff at MEC, including teachers, education support staff, office staff, the assistant principals 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 or 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 MEC have a right to a safe and supportive work environment, and we expect that parents or carers and visitors always behave in an appropriate and respectful manner.

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

### Unacceptable behaviours

When parents, carers, or visitors 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 staff when managing unacceptable parent or carer behaviour.

### **Respectfully raising complaints**

We welcome complaints from parents or carers and visitors 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, MEC expects all members of our community to act consistently with this policy, our *Statement of Values and School Philosophy* and the Department of Education's [Respectful Behaviours within the School Community Policy](#).

For information on how to raise a complaint or concern with our school, please refer to our MEC [Complaints Policy](#).

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

## **COMMUNICATION**

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

- Available publicly on our school's [website](#).
- Included in staff induction processes.
- Included in staff handbook/manual.
- Hard copy available from school administration upon request.

## **RELATED POLICIES AND RESOURCES**

Department of Education policies and resources:

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

## **MEC POLICIES**

- [Complaints Policy](#)
- [Statement of Values and School Philosophy](#)

## **POLICY REVIEW AND APPROVAL**

Policy last reviewed	May 2025.
Consultation	Education Policy Committee, May 2025 School Council, May 2025.
Approved by	School Council, 27 <sup>th</sup> May, 2025
Next scheduled review date	This policy was last updated on 27th May 2025 and is scheduled for review in May 2028 as part of the school's three-year review cycle.

Signed



**Anita Ford**  
**School Council President**

**Date 27.5.2025**