



Help for non-English speakers

If you need help to understand the information in this policy please contact the front office on 9744 0500.

PURPOSE

To ensure that members of our community understand the expectations at Sunbury Downs College for appropriate interactions with school staff.

POLICY

Staff at Sunbury Downs College, including teachers, education support staff, the Assistant Principal/s and Principal are committed to providing a supportive learning environment for all 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.

All staff at Sunbury Downs College have a right to a safe and supportive work environment.

Sunbury Downs 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, in accordance with the Department of Education policy.

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.

Respect for School Staff

Policy

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.

Sunbury Downs 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 transition and enrolment packs
- 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](#)

REVIEW CYCLE

Policy last reviewed	December 2024
Consultation	CCM
Approved by	Principal
Next scheduled review date	December 2027