

St Mary's Catholic Primary School

Parent, Caregiver and Student Behavioural Standards Policy



St Mary's Catholic Primary School is a school which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by Melbourne Archdiocese Catholic Schools Ltd (MACS), where formation and education are based on the principles of Catholic doctrine, and where the teachers are outstanding in true doctrine and uprightness of life.

Rationale

At St. Mary's school we are committed to nurturing respectful relationships and providing excellence in learning opportunities. We believe that through working and interacting together in a positive, harmonious manner, we build a community that supports and enriches the growth of all.

St Mary's places high value and priority on maintaining a safe and respectful environment. We regard certain behaviours as harmful and unacceptable insofar as they compromise the safety and wellbeing of all in our community.

St Mary's Expectations of Parent / Caregiver Behaviour

Upon joining St Mary's School Community, you are expected to:

- Uphold Christian values and embrace the school vision and follow the 4 Bs - Be Friendly, Be Safe, Be Respectful & Be a Listener
- Interact respectfully with all in the community and avoid racial, gender, ethnic, religious or sexual intolerance
- Refrain from using abusive language or intimidatory behaviour
- Use respectful language and actions when talking about teachers, parents and children in the wider community
- Show trust in the professionalism of staff and work collaboratively together to provide for ongoing learning
- Be aware of others' situation and show empathy in your interactions
- Be mindful of confidentiality when speaking in front of children or others
- Maintain confidentiality in regards to sensitive issues
- Raise issues with teachers or appropriate staff - not with a child or a child's parent
- Issues must not be posted or discussed on social media
- Listen to your child but remember that a different 'reality' may exist
- Observe the school's stated procedures for raising and resolving matters/issues. (Refer to Communication and Grievance Policy)
- Adhere to all current school policies
- Abide by the St Mary's ICT User Agreements in relation to social media use and use of photographs
- Follow traffic management strategies and roadway markings
- Respect school property and property of others
- Contribute to an environment that is supportive and nurturing of students and St Mary's Community Members

In promoting and upholding this culture, we expect that staff will:

- communicate with you regularly regarding your child's learning, development and wellbeing
- provide opportunities for involvement in your child's learning
- maintain confidentiality over sensitive issues
- relate with and respond to you in a respectful and professional manner to ensure a timely response to any concerns raised by you.

Raising Concerns and Resolving Conflict:

(Refer also to the St. Mary's Grievance Policy) In raising concerns on behalf of your child, or making a complaint about the school's practices or treatment of your child, **we expect that you will:**

- listen to your child, but remember that a different 'reality' may exist elsewhere;
- observe the school's stated procedures for raising and resolving a grievance/complaint;
- follow specified protocol for communication with staff members, including making appointments at a mutually convenient time and communicating your concerns in a constructive manner;
- refrain from approaching another child while in the care of the school (or another child's parents) to discuss or chastise them because of actions towards your child when at school. Refer the matter directly to your child's teacher for follow-up and investigation by the school.

In responding to your concerns or a complaint, we expect that staff will:

- observe confidentiality and a respect for sensitive issues
- ensure your views and opinions are heard and understood
- communicate and respond in ways that are constructive, fair and respectful
- ensure a timely response to your concerns/complaint
- strive for resolutions and outcomes that are satisfactory to all parties.

In responding to unacceptable behaviours, the School will:

- Seek to resolve the situation and repair the relationship through discussion or mediation (St. Mary's Grievance Policy)
- Should this behaviour continue, a formal letter of warning will be issued
- Where a parent's behaviour is deemed likely to cause ongoing harm, distress or danger to the staff member and/or others, we may exercise our legal right to impose a temporary or permanent ban from the parent entering the school premises
- Any act of violence that causes physical harm to a member of staff or community member and/or to his/her property, the matter may be reported to the police for investigation
- Withdrawal of Enrolment may be implemented

St Mary's Expectations of Student Behaviour

As a Student at St Mary's, you are expected to:

- Uphold Christian values and embrace the school Vision
- Follow the 4 Bs - Be Respectful, Be Safe, Be a Listener & Be Friendly
- Engage actively in learning and allow others to learn
- Be your best and support others to be their best
- Be open to and give constructive feedback
- Practise a growth mindset
- Respect the personal space of others
- Be accepting of others and differences eg cultural, disabilities etc.
- Care for the school / parish environment and facilities
- Be cybersmart and use Social Media appropriately
- Represent St. Mary's School in a positive manner at all times
- Adhere to St. Mary's School Uniform Policy
- Respect school / parish property and property of others
- Be a positive bystander and speak up if you are worried about something

Process to address unacceptable student behaviour:

- Implement strategies and approaches from St Mary's Student Behaviour Policy 2020.

Staff and Community Safety and Wellbeing

The school places high value and priority on maintaining a safe and respectful environment for all. We regard certain behaviours as harmful and unacceptable insofar as they compromise the safety and professional wellbeing of all. These behaviours include, but are not limited to:

- shouting or swearing, either in person or on the telephone
- physical or verbal intimidation
- aggressive hand gestures
- writing rude, defamatory, aggressive or abusive comments to/about a staff member (emails/social media)
- racist or sexist comments
- damage to or violation of possessions/property

Should any person in the community behave in an unacceptable way, the Principal or a senior staff member will seek to resolve the situation and repair relationships through discussion and/or mediation. Where a behaviour is deemed likely to cause ongoing harm, distress or danger to a staff member/s and/or others, we may exercise our legal right to impose a temporary or permanent ban from the person entering the school premises. An act of violence that causes physical harm to a staff member or a member of the community and/or to his/her property, the matter may be reported to the police for investigation.

This policy will be reviewed as part of the school's cycle of review.