
	<h1 style="text-align: center;">COMMUNITY CODE OF CONDUCT POLICY</h1>
	<p style="text-align: center;"><b>Help for non-English speakers</b></p> <p style="text-align: center;">If you need help to understand this policy, please contact the office for assistance.</p>

## RATIONALE

Glenroy West Primary School is a place that promotes excellence. All students, staff and family members have the right to be safe, and feel safe, in their school community. With this right comes the responsibility to be law abiding citizens and to be accountable for actions that intimidate or put at risk the safety of others or oneself. This includes behaviour that may be considered antisocial.

A Community Code of conduct is intended to provide guidelines for the effective development of positive and constructive relationships between all members of the school community. The following are the principles that provide the framework for this Code of Conduct:

- All members of the school community are to be treated with respect and dignity.
- Responsible citizenship involves appropriate participation in the civic life of the school community. Active and engaged members are aware of their rights but, more importantly, they accept responsibility for protecting their rights and the rights of others.
- Members of the school community are expected to use non-violent and non abusive means to resolve any conflict.
- Insults, disrespect, and other hurtful acts disrupt learning and teaching in the school community.
- Members of the school community have a responsibility to maintain an environment where conflict and differences can be addressed in a manner characterised by respect and civility to others.

The policy is a guide for all members of the school community about the standards of conduct that are acceptable in the school environment, or when attending any official or social function, or activity, of or relating to the school, or in any location at which the school is represented.

## PURPOSE

For the purpose of this Code of Conduct “School Community” comprises the principal, staff, school council, parents, guardians, stepparents, relatives, friends, supporters, carers and invitees of the school, who attend at the school, or elsewhere, for the purposes of visiting, viewing, participating, supporting or being present for any official or social activity held by or for the benefit of the school and its students.

## SCOPE

This policy applies to students in all year levels and staff responsible for setting and monitoring homework at Glenroy West Primary School.

## IMPLEMENTATION

All members of the school community are expected to behave with respect, civility and in the manner of a responsible citizen.

### All school members must:

- Respect and comply with the applicable Commonwealth and State laws.
- Demonstrate respect, honesty and integrity.

- Respect differences in people, their ideas and opinions.
- Treat one another with dignity and respect at all times, and especially when there is a disagreement.
- Respect and treat others fairly, regardless of their race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age or disability.
- Respect the legal and moral right of others.
- Show proper care and regard for school property and the property of others.
- Take appropriate measures to help those in need.
- Respect the need of others to work in an environment of learning and teaching.

#### **School community members are expected to:**

- Support the principal and school staff in the development of a high-quality education for all students.
- Support the school's policies.
- Acknowledge that the principal and school staff have the responsibility to implement these policies.
- Work with the school teaching staff to deal promptly with areas of concern.
- Treat all members of the school community with respect and courtesy; and
- Acknowledge and affirm success in individual and school achievement.
- Parents and guardians play an important role in the education of their children and have a responsibility to support the efforts of school staff in maintaining a safe and respectful learning environment for all students.

#### **Parents fulfil this responsibility when they:**

- Show an active interest in their child's school- work and progress.
- Communicate regularly with the school.
- Help their child be neat, appropriately dressed and prepared for school.
- Ensure that their child attends school regularly and on time.
- Promptly report to the school their child's absence, late arrival or early departure.
- Become familiar with the school's Community Code of Conduct.
- Work with school staff to deliver a high-quality education for all students.
- Any parent or school community member who invites a relative, friend, support, carer or other person to be present at any official school activity held by or for the benefit of the school and its students must at all times be responsible for that person and ensure they act at all times in a manner consistent with the Code of Conduct.

#### **Unacceptable or Unreasonable behaviours**

Unacceptable or unreasonable behaviours include, but are not limited to:

- being violent or threatening violence of any kind, including being physically intimidating, 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.

#### **Breach of this Code of Conduct**

The consequences to a member of the school community for breaching this Code of Conduct will be as determined at the principal's and school council's absolute discretion. These consequences include anyone or more of the following:

- The school may deny and member of the school community from attending a school activity.
- The school may deny any member of the school community from being on the school grounds in general.
- The school may direct that any parent may only communicate with members of teaching staff through a nominated school representative.
- The school may take such other steps as it may in its reasonable discretion determine appropriate according to the nature of the breach.

#### **Right of Appeal**

This policy will apply to any decisions made by the school council and principal under this Code of conduct, and decisions may be appealed using the school's procedures for complaints and resolutions.

## COMMUNICATION

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

- Included in staff induction processes and staff training
- Available publicly on our school's website
- Reminders in our school newsletter
- Discussed at annual staff briefings/meetings
- Hard copy available from school administration upon request

## FURTHER INFORMATION AND RESOURCES

Department of Education Respectful Behaviours within the School Community Policy [Respectful Behaviours within the School Community Policy | vic.gov.au](#)

## POLICY REVIEW AND APPROVAL

<b>Policy last reviewed</b>	February 2026
<b>Communication</b>	School Newsletter, Compass and Website
<b>Approved by</b>	Principal
<b>Next scheduled review date</b>	June 2029