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## Statement

At Sacred Heart Catholic Primary School we encourage positive interactions between our school community, our parental community and the wider community at all times.

## Expectations

We believe that all members of our school community should have the right to attend our school without fear of aggression, violence or abuse.

Sacred Heart Catholic School expects all visitors on school premises or at school events and those who come into contact with the school community to conduct themselves in a calm and respectful manner. Equally, school staff are expected to behave professionally during any difficult situation and to strive to achieve a resolution in an efficient and calm manner.

Violent, abusive or aggressive behaviour will not be tolerated on the school premises, at school events, or in any other manner where actions are directed towards students, staff or parents, whether the behaviour is physical, verbal, or through written or electronic communications.

To ensure safety for all members of the community, the school will take appropriate action should unacceptable behaviours occur.

## Guidelines

This Respectful Adult Behaviour Policy is complemented by a set of guidelines which set out ways in which this policy will be implemented if breaches occur.

## Review

This policy has been developed by the Sacred Heart Catholic School Leadership and Board. It will be reviewed in 2023 or earlier if required.

# Respectful Adult Behaviour Policy Guidelines

These Guidelines have been developed to support the interpretation and implementation of the Respectful Adult Behaviour Policy.

## General

Violent, abusive or aggressive behaviour will not be tolerated on the school premises. Similarly, any conduct directed towards students, staff, other parents or carers which is of the same nature, at any time, is not acceptable.

If a parent, carer or visitor has an issue with a decision, action or behaviour of a member of the school community whilst on school premises or at a school event, they should refer the issue to a senior member of staff at the first opportunity to seek a resolution. Issues may then be escalated to the SHC Leadership if they are not resolved.

It is anticipated that all disagreements can be resolved in a mutually respectful manner where the dignity of all parties is respected.

## Breaches of the Policy - Examples

Behaviours that are deemed to be unacceptable and will not be tolerated include the following:

- shouting, either in person or on the telephone;
- swearing, either in person or on the telephone;
- inappropriate electronic activity, including publishing abusive, defamatory or offensive content with regards to the school, its staff or students on social networking sites or in email;
- hitting, slapping, punching, kicking or pushing;
- physical intimidation including standing very close / invading personal space;
- using aggressive hand gestures;
- breaching the school's security arrangements; and
- any behaviour deemed to be inappropriate by the Principal.

Whilst the above list is not exhaustive, it is intended to illustrate behaviours deemed inappropriate.

## Process for responding to Unacceptable Behaviour

When responding to unacceptable behaviour, the school will:

- ensure the safety of the students, staff and all members of the school community;
- seek to de-escalate the unacceptable behaviour; and
- gather information (e.g. from the student and others) this may include seeking information about a person to assist in assessing the risk their behaviour may pose.

When applying responses to unacceptable behaviour, the school will consider:

- responses that are proportionate to the nature of the unacceptable behaviour; and

- the importance of establishing and maintaining strong positive relationships with students and parents/carers through positive and effective interactions.

The Respectful Behaviour Management Sequence below will be used in responding to unacceptable behaviours. However, in the case of challenging or dangerous behaviour which impacts on the safety of other persons at the school, or damage to school equipment, the sequence may not be followed and the Principal (or their delegate) may take any action which they deem to be appropriate.

## Behaviour Management Sequence

Actions which may be taken to address inappropriate behaviour include:

- reminder(s) about appropriate behaviour, with behaviour named and impact explained;
- the person is provided with a warning of what will occur if their behaviour continues;
- restorative practices and principles utilised;
- seek to de-escalate the unacceptable behaviour;
- determine whether a risk assessment and risk management plan are necessary; and
- hold a conference with the person (and other persons as appropriate).

## Breaches of the Policy - Outcomes

Parents, carers and visitors have an open invitation to attend events at our school. In the event of someone behaving inappropriately, the school may:

- instruct the person to attend a meeting in the school with a senior member of staff;
- advise of the impact of their behaviours;
- give the person limited invitations to attend future events;
- ban the person from attending school events for a period of time; or
- ban the person from attending school events indefinitely.

If a person has behaved inappropriately on school premises or has acted inappropriately towards any member of the school community, the school will provide support to such member.

In the case of a student being verbally abused or challenged by a person in an aggressive manner, parents or carers should, if necessary, make contact with the school through the school's grievance procedures.

If it is considered necessary that a ban or restriction on entry to school premises or attendance at school event, the following steps will be taken:

- the person who has breached this Policy will be informed in writing of the parameters of ban and if the ban is breached what further steps may be taken;
- a representative of Catholic Education Tasmania (CET) will support the Principal in the management of any sanction imposed; and
- alternative arrangements will be clarified in writing in relation to issues including attendance at parents' meetings and drop off and collection of children.

It is acknowledged that we have drawn from the suite of documents prepared by the Department of Education in the development of this policy.