



Respectful Behaviours Within the School Community Policy



Help for non-English speakers

If you need help to understand the information in this policy, please contact the school on (03)9772 3471.

Purpose

To promote a safe, respectful and inclusive school community by outlining the expectations for respectful interactions between all members of the Bonbeach Primary School community.

This policy supports the health, safety and wellbeing of staff, students, parents/carers, volunteers and visitors and aligns with the Victorian Department of Education's **Respectful Behaviours within the School Community Policy**.

Scope

This policy applies to all parents, carers, family members, visitors, volunteers, contractors and members of the school community when interacting with staff, students or other members of the school community:

- on school grounds
- during school activities and events (including excursions and camps)
- through telephone, email or written correspondence

via social media or other online platforms where school staff, students or the school community may be affected.

Policy

Bonbeach Primary School is committed to providing a safe, positive and supportive learning and working environment where everyone is treated with dignity, courtesy and respect.

Our staff are dedicated professionals who work collaboratively with families to support every student's learning and wellbeing. Positive partnerships between home and school are essential to achieving the best outcomes for students.

All members of the school community are expected to model respectful behaviour and contribute to an environment that is welcoming, inclusive and free from discrimination, harassment, intimidation and violence.

Expected Behaviours

Parents, carers and visitors are expected to:

- communicate respectfully and courteously with staff, students and other members of the school community
- work collaboratively with staff to support student learning and wellbeing
- follow school procedures when raising questions, concerns or complaints
- respect the privacy and confidentiality of students, families and staff
- comply with all school policies, including Child Safety policies

- model positive behaviour for students
- follow reasonable directions from school staff while on school grounds or attending school activities.

Unacceptable Behaviours

The Department of Education recognises that all staff have the right to a safe workplace free from violence, aggression, intimidation and harassment.

Behaviour that is considered unacceptable includes, but is not limited to:

- threatening or physically intimidating behaviour
- verbal abuse, yelling or swearing
- aggressive body language or invading another person's personal space
- discriminatory, racist, sexist or derogatory language or behaviour
- harassment, bullying or victimisation
- making malicious, vexatious or defamatory allegations
- damaging school property
- possessing or using weapons
- being under the influence of alcohol or illicit drugs while on school grounds or at school events
- recording, photographing or filming staff, students or other community members without permission where this breaches privacy requirements
- using social media, email, messaging services or public forums to harass, intimidate, threaten or defame staff, students or members of the school community
- repeatedly contacting staff in an unreasonable or excessive manner after concerns have been addressed.

Responding to Unacceptable Behaviour

The Principal (or delegate) will determine an appropriate response depending on the seriousness and circumstances of the behaviour.

Responses may include:

- reminding individuals of expected standards of behaviour
- requesting respectful communication only
- implementing communication protocols (for example, requiring communication through a nominated staff member or in writing)
- facilitating meetings with agreed protocols
- issuing a written warning
- directing a person to leave school grounds
- placing conditions on entry to school grounds or attendance at school events
- issuing a School Community Safety Order where appropriate under Department policy
- seeking support from Department of Education regional staff
- reporting incidents to Victoria Police where behaviour may constitute a criminal offence
- taking any other action authorised under Victorian legislation or Department policy.

Nothing in this policy limits the school's obligation to take immediate action where the safety of students, staff or members of the community is at risk.

Raising Concerns or Complaints Respectfully

Bonbeach Primary School values feedback and encourages parents and carers to raise concerns promptly so they can be addressed constructively.

We ask that concerns are raised respectfully and through the appropriate channels in accordance with the school's [Complaints Policy](#).

When concerns are raised respectfully, staff will:

- listen carefully
- treat all parties fairly and respectfully
- seek to resolve concerns as early as possible
- follow the Department of Education's complaints processes where required.

Child Safety

Bonbeach Primary School is committed to providing a child safe environment where children and young people are safe and feel safe.

All members of the school community are expected to uphold the school's [Child Safety and Wellbeing policies](#) and contribute to a culture that protects children from abuse and promotes their wellbeing.

Communication

This policy will be communicated to the school community through:

- publication on the Bonbeach Primary School website
- inclusion in new family enrolment information
- reminders in the school newsletter as appropriate
- availability upon request from the school office
- communication to staff through staff induction and regular policy review.

Related Policies and Resources

[Department of Education](#)

- Respectful Behaviours within the School Community
- Managing Complaints – Parents
- Work-Related Violence in Schools
- Child Safe Standards
- School Community Safety Orders
- Family Engagement in Learning

[Bonbeach Primary School Website](#)

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

- [Child Safety and Wellbeing Policy](#)
- [Visitors Policy](#)
- [Volunteers Policy](#)

Policy review and approval

Policy last reviewed	July 2026
Approved by	Principal and School Council
Next scheduled review date	July 2028