



Aiming High

Showing Respect

Being Safe

Valuing Community

School Statement of Values - Child Safe Standards

Purpose

The purpose of this policy is to outline the values of our school community and explain the vision, mission and objectives of our school.

Policy

Manor Lakes College recognises the importance of the partnership between schools and parents to support student learning, engagement and wellbeing. We share a commitment to, and a responsibility for, ensuring inclusive, safe and orderly environments for children and young people.

The programs and teaching at Manor Lakes College support and promote the principles and practice of Australian democracy, including a commitment to:

- Elected government
- The rule of law
- Equal rights for all before the law
- Freedom of religion
- Freedom of speech and association
- The values of openness and tolerance

This policy outlines our school's vision, mission, objective, values and expectations of our school community. This policy is available via:

- Manor Lakes P-12 College website
- Manor Lakes P-12 College Staff Professional Code of Conduct
- Staff Induction handbook, and
- Enrolment/transition packs

To celebrate and embed our Statement of values and Philosophy in our school community, we:

- Display posters and signage that promotes our values in our school
- Celebrate our values in our school publications
- Discuss our values with students and staff in the classroom, meetings and assemblies

Vision

The Manor Lakes P-12 College vision is "Dream, Believe, Inspire".

Mission

The Manor Lakes P-12 College mission is to create a vibrant and harmonious community of learners who have a confident belief in their ability to learn, grow and succeed.

Objective

Manor Lakes P-12 College objective is to ensure all students gain skills, knowledge and understanding from the Victorian Curriculum and Assessment Authority (VCAA), enabling all students to continue their education with confidence and success.



Mission:

Manor Lakes College will create a vibrant and harmonious community of responsible learners who have a confident belief in their ability to learn, grow and succeed.

Values

Manor Lakes P-12 College values are:

- Aiming high
- Showing respect
- Being safe
- Valuing community

Manor Lakes P-12 college operates within the School Wide Positive Behaviours framework.

In addition, Manor Lakes P-12 College applies the DET Values of:

- Responsiveness
- Integrity
- Impartiality
- Accountability
- Respect
- Leadership
- Human Rights

The Statement of values sets out our behavioural expectations of all members in this school community, including the principal, all school staff, parents, students and visitors. It respects the diversity of individuals in our school community and addresses the shared responsibilities of all members in building safe and respectful school communities.

Discrimination, sexual and other forms of harassment, bullying, violence, aggression and threatening behaviour are unacceptable and will not be tolerated in this school.

Our Statement of Values acknowledges that parents and school staff are strongly motivated to do their best for every child. Everyone has the right to differing opinions and views and to raise concerns, as long as we do this respectfully as a community working together.

Statement of Values: Behavioural Expectations

Manor Lakes P-12 College acknowledges that the behaviour of staff, parents, carers and students has an impact on our school community and culture. We acknowledge a shared responsibility to create a positive learning environment for the children and young people at our school.

Principals & College Leaders

The Principal Class Team, the leadership team and the College Council at Manor Lakes P-12 College recognise their particular responsibility to ensure the development of preventative and proactive strategies that promote a culture of openness, awareness of and shared responsibility for child safety. Responsibilities include:

- working collaboratively to create a school environment where respectful and safe conduct is expected of everyone
- behaving in a manner consistent with the standards of our profession and meet core responsibilities to provide safe, orderly and inclusive environments
- planning, implement and monitor arrangements to ensure the care, safety, security and general wellbeing of all students in attendance at the college is protected
- identifying students who are or may be at risk



Mission:

Manor Lakes College will create a vibrant and harmonious community of responsible learners who have a confident belief in their ability to learn, grow and succeed.

- providing opportunities for to ensure that every student achieves their personal and learning potential
- working with parents to understand their child's needs and, when necessary and appropriate, adapt and modify the learning environment to foster excellence
- upholding high principles and standards for all students, parents/caregivers, staff, volunteers, and contractors and where safe and orderly behaviour is not demonstrated, implement appropriate interventions and sanctions
- promoting models of behaviour between adults and children and young people based on mutual respect and consideration
- ensuring thorough and rigorous practices are applied in the recruitment, screening and ongoing professional learning of staff
- ensuring that school personnel have regular and appropriate learning to develop their knowledge of, openness to and ability to address child safety matters
- providing regular opportunities to clarify and confirm legislative obligations, policy and procedures in relation to child and young people's protection and wellbeing
- informing parents/caregivers of the college's communication and complaints procedures
- ensuring the school meets the specific requirements of the Victorian Child Safe Standards as set out in [Ministerial Order No. 870](#).

Teachers, College Employees, Volunteers and Contractors

Responsibilities of college staff (college employees, volunteers and contractors) include:

- modelling positive behaviour to students consistent with the standards of the teaching profession
- proactively engaging with parents about student outcomes
- working with parents/caregivers to understand their child's needs and, when necessary and appropriate, adapt and modify the learning environment to foster excellence
- working collaboratively with parents/caregivers to improve learning and wellbeing outcomes for students with complex and multiple needs
- treating children and young people with dignity and respect, acting with propriety, providing a duty of care, and protecting children and young people in their care
- following the legislative and internal school processes in the course of their work, if they form a reasonable belief that a child or young person has been or is being abused or neglected
- providing a physically and psychologically safe environment where the wellbeing of children and young people is nurtured
- undertaking regular training and education in order to understand their individual responsibilities in relation to child safety and the wellbeing of children and young people
- assisting children and young people to develop positive, responsible and caring attitudes and behaviours which recognise the rights of all people to be safe and free from abuse
- communicating with the principal class challenging behaviours demonstrated by parents/caregivers or other members of the school community
- following the school's *Child Safety Code of Conduct*.

Parents/Caregivers

Responsibilities of parents/caregivers include:

- modelling positive behaviours
- ensuring their children attends school on time, every day and is ready for learning
- taking an interest in their child's learning progress and wellbeing
- working with the school to secure the best outcomes for their child



Mission:

Manor Lakes College will create a vibrant and harmonious community of responsible learners who have a confident belief in their ability to learn, grow and succeed.

- communicating constructively with the school and using expected processes and protocols when raising concerns or making complaints (eg. refraining from using social media as a forum to raise concerns or make complaints against the school)
- supporting staff to maintain a safe, orderly and inclusive learning environment that promotes wellbeing and empowers children and young people
- treating all members of the school community with respect

Students

Responsibilities of students include:

- complying with and modelling school values and behaviour expectations as outlined in the
- *Expected Behaviours Policy*
- [P-6 'Positive Behaviour Matrix'](#) and the [7-12 Secondary Behaviour Expectations](#)

Community Members

Responsibilities of community members include:

- modelling positive behaviour within the school community
- treating other members of the school community with respect
- supporting school staff to maintain a safe, orderly and inclusive learning environment that fosters wellbeing
- utilising the college's communications processes to communicate with the school

The Department of Education and Training (DET)

Responsibilities of 'The Department of Education and Training' include:

- providing support, advice and resources to principals to equip them to manage and respond to challenging behaviour of students, parents and staff
- providing practical guidance and resources to support schools respond to and prevent bullying and promote cyber safety and wellbeing
- providing access to evidence based resources and strategies to increase student safety, wellbeing and engagement
- providing schools with practical and legal support as required
- providing parents with practical guidance and resources to resolve conflicts within the school
- providing ongoing training for all DET staff that ensures obligations are met for mandatory reporting

The college principal is responsible for determining what constitutes reasonable and unreasonable behaviour as outlined in this policy. Unreasonable behaviour and/or failure to uphold the principles of the *'Statement of Values'* may lead to further investigation and the implementation of appropriate consequences.

This may include:

- utilising mediation and counselling services
- alternative communication strategies being applied
- formal notice preventing entry onto school premises or attendance at school activities. Written notice will follow any verbal notice given
- an intervention order being sought
- informing the police which may result in a charge of trespass



Unreasonable Behaviours

Schools are not public places, and the Principal has the right to permit or deny entry to school grounds (for more information, see The Manor Lakes P – 12 College *Visitors Policy*).

Unreasonable behaviour that is demonstrated by school staff, parents, carers, students or members of our school community will not be tolerated at school, or during school activities.

Behaviours that are considered inappropriate on and adjacent to school grounds or in relation to school business and that do not uphold the principles of this Statement of Values include when a person:

- is rude, aggressive or harasses others
- sends rude, confronting or threatening letters, emails or text messages
- is manipulative or threatening
- speaks in an aggressive tone, either in person or over the telephone
- makes sexist, racist, homophobic, transphobic or derogatory comments
- the use of social media or public forums to make inappropriate or threatening remarks about the school, staff or students.
- is physically intimidating, e.g. standing very close.

Harassment, bullying, violence, aggression, threatening behaviour and unlawful discrimination are unacceptable and will not be tolerated at our school.

Consequences

Principals are responsible for determining what constitutes reasonable and unreasonable behaviour.

Unreasonable behaviour and/or failure to uphold the principles of this Statement of Values may lead to further investigation and the implementation of appropriate consequences. This may include:

- utilising mediation and counselling services
- alternative communication strategies being applied
- formal notice preventing entry onto school premises or attendance at school activities. Written notice will follow any verbal notice given.
- an intervention order being sought
- conditions of entry to school grounds or school activities
- exclusion from school grounds or attendance at school activities
- reports to Victoria Police
- legal action

By agreeing to meet specified standards of positive behaviour, everyone in our school community can be assured that they will be treated with fairness and respect. In turn, this will help to create a school that is safe and orderly, where everyone is empowered to participate and learn.

Inappropriate student behaviour will be managed in according with our school's *Student Wellbeing and Engagement Policy* and *Anti-Bullying Policy*.

Our *Statement of Values and School Philosophy* ensures that everyone in our school community will be treated with fairness and respect. In turn, we will strive to create a school that is inclusive and safe, where everyone is empowered to participate and learn.



Mission:

Manor Lakes College will create a vibrant and harmonious community of responsible learners who have a confident belief in their ability to learn, grow and succeed.

Related Policies and Resources

** This policy should be read in conjunction with (but not limited to) the following college policies:*

- *Student Wellbeing and Engagement Policy;*
- *Anti-Bullying Policy;*
- *Visitors Policy;*

Review Period

This policy was last updated on 07/02/2019 and is scheduled for review on 3 to 4 years.

DRAFT