

Thomastown West Primary School is committed to providing a safe, supportive and inclusive environment for all students, staff and members of our community. Our school recognises the importance of the partnership between our school and parents and carers to support student learning, engagement and wellbeing. We share a commitment to, and a responsibility for creating an inclusive and safe school environment for our students.



### Help for non-English speakers

If you need help to understand the information in this policy, please contact Thomastown West Primary School on 03 9465 4317 or [thomastown.west.ps@education.vic.gov.au](mailto:thomastown.west.ps@education.vic.gov.au).

### 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

The programs and teaching at Thomastown West Primary School 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.

In line with these values, the Thomastown West Primary Statement of Values and School Philosophy Policy outlines our school's vision, mission, objective, values and expectations of our school community. This policy is available on our school website, our staff Google Drive, and enrolment/transition packs.

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

- display posters and banners that promote your values in our school. See Appendix A for posters.
- celebrate our values in our school newsletter
- provide awards and recognition for students who actively demonstrate the values
- generate living examples of our values in our classroom meetings, circle time and in our class agreements
- discuss our values with students in the classroom, meetings and assemblies.

### VISION

Thomastown West Primary School, provides a safe and happy learning environment, in which children are able to achieve their potential. It is a school where trust, respect and valuing others, are fundamental beliefs.

### MISSION

The Thomastown West Primary School's mission is to be a caring learning community, which is committed to creating and maintaining a positive, safe and supportive environment for all students who walk through our doors. Thomastown West Primary School is also committed to educational excellence and providing children with the opportunity to learn to the best of their ability. At Thomastown West Primary School, we believe that education is a partnership between teachers, families, and the wider community. We work together to ensure all students experience success.



### OBJECTIVE

Our school's objectives are considered as part of the 4 yearly strategic planning process and reflected in the goals listed in our current School Strategic Plan (SSP). We also develop an Annual Implementation Plan to operationalise the goals and key improvement strategies contained in our SSP.

### VALUES

Thomastown West Primary School's values are Respect, Responsibility, Resilience, Empathy and Striving to be our Best.

At Thomastown West Primary School, *we respect ourselves, our school and each another, and understand that our attitudes and behaviours have an impact on the people around us.*

- **Resilient:** Resilience is what helps you to cope and get through hard times. Sometimes it makes you even stronger than you were before. It means we bounce back after difficult times.
- **Responsible:** Being responsible means, you do the things you are expected to do and accept the consequences (results) of your actions. It means you do what is right.
- **Empathetic:** Empathy is the ability to understand how someone else is feeling or to understand the situation they are in. It means 'putting yourself in someone else's shoes.'
- **Respectful:** Respect is thinking and acting in a positive way about yourself and others. It means you behave in a way that shows you care about the feelings and wellbeing of other people.
- We will **strive to do our best:** Striving to be your best is the ability to keep working towards a goal, overcoming challenges and sticking with it even when it's hard. It means believing in your heart that you can make choices you are proud of, and always trying your best.

### BEHAVIOURAL EXPECTATIONS

Thomastown West Primary School 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.

As principals and school leaders, we will:

- model positive behaviour and effective leadership
- communicate politely and respectfully with all members of the school community
- work collaboratively to create a school environment where respectful and safe behaviour is expected of everyone
- behave in a manner consistent with the standards of our profession and meet core responsibilities to provide safe and inclusive environments
- plan, implement and review our work to ensure the care, safety, security and general wellbeing of all students at school
- identify and support students who are or may be at risk
- do our best to ensure every child achieves their personal and learning potential
- work with parents to understand their child's needs and, where necessary, adapt the learning environment accordingly
- respond appropriately when safe and inclusive behaviour is not demonstrated and implement appropriate interventions and sanctions when required

- inform parents of the school's communication and complaints procedures
- ask any person who is acting in an offensive, intimidating or otherwise inappropriate way to leave the school grounds.

As teachers and non-teaching school staff, we will:

- model positive behaviour to students consistent with the standards of our profession
- communicate politely and respectfully with all members of the school community
- proactively engage with parents about student outcomes
- work with parents to understand the needs of each student and, where necessary, adapt the learning environment accordingly
- work collaboratively with parents to improve learning and wellbeing outcomes for students with additional needs
- communicate with the principal and school leaders in the event we anticipate or face any tension or challenging behaviours from parents
- treat all members of the school community with respect.

As parents and carers, we will:

- model positive behaviour to our child
- communicate politely and respectfully with all members of the school community
- ensure our child attends school on time, every day the school is open for instruction
- take an interest in our child's school and learning
- work with the school to achieve the best outcomes for our child
- communicate constructively with the school and use expected processes and protocols when raising concerns
- support school staff to maintain a safe learning environment for all students
- follow the school's processes for communication with staff and making complaints
- treat all school leaders, staff, students, and other members of the school community with respect
- use the forum of School Council to drive improvement and model the school values.

As students, we will:

- model positive behaviour to other students
- communicate politely and respectfully with all members of the school community.
- comply with and model school values
- behave in a safe and responsible manner
- respect ourselves, other members of the school community and the school environment.
- actively participate in school
- not disrupt the learning of others and make the most of our educational opportunities.

As community members, we will:

- model positive behaviour to the school community
- treat other members of the school community with respect
- support school staff to maintain a safe and inclusive learning environment for all students
- utilise the school's processes for communication with staff and submitting complaints.

### 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 our *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.

Unreasonable behaviour includes:

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

Harassment, bullying, violence, aggression, threatening behaviour and unlawful discrimination are unacceptable and will not be tolerated at our school. Please review the *Thomastown West Primary School Code of Conduct* before entering our site.

Unreasonable behaviour and/or failure to uphold the principles of this *Statement of Values and School Philosophy* may lead to further investigation and the implementation of appropriate consequences by the school Principal.

At the Principal's discretion, unreasonable behaviour may be managed by:

- requesting that the parties attend a mediation or counselling sessions
- implementing specific communication protocols
- written warnings
- conditions of entry to school grounds or school activities
- exclusion from school grounds or attendance at school activities
- reports to Victoria Police
- legal action

Inappropriate student behaviour will be managed in accordance with our school's *Student Engagement, Wellbeing and Inclusion Policy* and *Bullying Prevention 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.

### COMMUNICATION

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

- Available publicly on our school's website
- Included in staff Google Drive
- Included in transition and enrolment packs
- Included as annual reference in school newsletter
- Made available in hard copy from school administration upon request



## Thomastown West Statement of Values and School Philosophy Policy 2024 - 2028

### FURTHER POLICIES AND RESOURCES

- [Respectful Behaviours within the School Community](#)
- [Respectful Workplaces](#)
- [Parent Complaints](#)
- [Work-Related Violence in Schools](#)

Please see other relevant policies, which are located on our school website:

<https://www.thomwestps.vic.edu.au/page/101/Reports-for-the-School-Community>

- *Thomastown West Primary School Student Engagement, Wellbeing & Inclusion Policy*
- *Thomastown West Primary School Bullying Prevention Policy*
- *Thomastown West Primary School's Parent Code of Conduct*

### EVALUATION

- This policy will be reviewed as part of the Thomastown West Primary School four-year policy review cycle.

<b>Date Implemented</b>	2016; 2020; 2024
<b>Author</b>	Principal Assistant Principal TWPS Leadership Team
<b>Approved By</b>	School Council
<b>Date Reviewed</b>	October 2016; October 2020, 15 October 2024
<b>Responsible for Review</b>	Assistant Principal, Principal
<b>Review Date</b>	10/08/2028
<b>References</b>	Victorian Government Schools Policy Advisory Guide

# Respect

Respect is thinking and acting in a positive way about yourself, others and the environment.

**This means:**

You act in a way that shows you care about a person's feelings and well-being.



# Responsibility

Being responsible means you do the things you are expected to do and accept the consequences (results) of your actions.

- ✓ I make the right choice.
- ✓ I encourage others to do the right thing.

**This means:**

Doing what is right!



# Resilience

Resilience is what helps you to cope and get through hard times. Sometimes it makes you even stronger than you were before.

**This means:**

You can bounce back and recover after difficult times.



# Strive To Be Your Best

Striving to be your best is the ability to keep working toward a goal, overcoming challenges and sticking with it even when it's hard.

## This means:

Believing in yourself, making choices you are proud of, and always trying your best.



# Empathy

Empathy is the ability to understand and share the feelings of another person or to understand the situation they are in.

**This means:**

Understanding how others feel.  
'Putting yourself in someone else's shoes'.

