



SCHOOL COMMUNITY SAFETY ORDER POLICY

Statement of Context and Purpose

At Huntingtower, individuals are granted a safe and healthy environment to pursue their education and careers. The School promotes a culture of mutual respect, where every member of the community contributes to maintaining a positive atmosphere. Nonetheless, inappropriate and disrespectful behaviour by parents or caregivers towards the School's staff or other members of the community can significantly harm the physical and mental well-being, safety, and welfare of those affected, including students and staff.

This Policy supports the School to use the School Community Safety Order Scheme (Scheme) to manage the risks to the safety of school staff, students and the broader school community from a small minority of parents, carers and other adults who engage in harmful, threatening or abusive behaviour.

Application

This Policy applies to all individuals who are part of the broader School community, including staff and students.

Summary

- The Scheme enables the Principal to issue School Community Safety Orders (Orders) to prohibit or restrain certain behaviours from occurring on school premises and school-related places, or in relation to school staff. Orders can be immediate or ongoing
- Orders can only be issued to adults (18 years old or over) who are not staff members or students at the School. This may include parents or carers of students at the School, former students, friends or partners of students, former staff members or staff members from other schools and third-party contractors engaged by the School
- An order should only be issued after the School has thoroughly explored alternative approaches to address the behaviour, and it is deemed as the final, least restrictive measure available
- If an order is given to a person who has a child at the School, the School must make sure that the child can continue to attend school and enable the parent to be involved with their education

Types of Orders

There are 2 types of orders that the Principal can issue to prohibit or limit different types of behaviours – ongoing School Community Safety Orders (ongoing Orders) and immediate School Community Safety Orders (immediate Orders).

Ongoing orders may be made for any period up to a maximum of 12 months and can prohibit or limit a person from:

- Entering or remaining on any school-related place
- Approaching, or causing another person to approach, within 25 metres of any staff member or class of staff members within or outside of the School-related place
- Contacting any staff member or group of staff members
- Using or communicating on a communication platform owned, controlled by, or established in relation to the School

Ongoing Orders can be issued where an authorised person reasonably believes that one or more grounds exist with respect to the person who is proposed to be subject to the order.

Immediate Orders prohibit a person from entering or remaining on any school-related place specified in the Order and remain in effect for a maximum of 14 days.

Immediate Orders may be made orally or in writing where the person who is subject to the order poses an unacceptable and imminent risk of:

- Harm to another person on school premises or to a member of the School community at a school-related place
- Causing significant disruption to school activities
- Interfering with the wellbeing, safety or educational opportunities of students

Breaches of Orders

If a person breaches an Order, the School may initiate enforcement proceedings in the Magistrates' Court for one of the following Orders:

- An Order requiring the person to comply with the Order
- An Order requiring the person to take specified action to comply with the Order
- An Order requiring the person to do anything else that the Court thinks is appropriate

A person who breaches an order will not receive a criminal penalty.

Internal and external review of Orders

A person to whom an ongoing Order is applied may apply in writing to the School for an internal review of the authorised person's decision to:

- Make the Order
- Vary the Order on the authorised person's own motion
- Refuse the application by the subject for a variation to the Order
- Refuse or revoke the Order

An application must be referred to a reviewer as soon as is practicable, who may affirm, vary or revoke the relevant decision.

A person who is not satisfied with the outcome of an internal review of the Order may apply to the [Victorian Civil and Administrative Tribunal](#).

Definitions

Authorised persons

An individual who has been granted the authority and who is capable of creating, modifying or cancelling a School Community Safety Order. The Principal automatically holds this position under the Act. The Principal has the power to authorise additional persons within the School to be an authorised persons.

Member of the school community

A student enrolled at the School, a parent of a student at the School, a staff member of the School or a person who is present at a school-related place of the School for a reason connected with the School.

School-related place refers to:

- An area that is within 25 metres of the boundary of the premises
- In addition to the School premises, any other place or premises on which there is an activity conducted by or in connection with the School, which may include an area that is within 25 metres of the boundary of that place or those premises

Related documents

- Parent Code of Conduct
- Child and Family Violence Information Sharing Scheme Policy
- Child Safety and Wellbeing Policy
- Four Critical Actions – Responding to Incidents, Disclosures & Suspicions of Child Abuse

Related legislation

- Ministerial Order No. 1359, Child Safe Standards – Managing the Risk of Child Abuse in Schools and School Boarding Facilities
- Child Wellbeing and Safety Act 2005 (Vic)

Communication

This Policy is available to staff, parents and the school community via the School's website. In addition, relevant aspects of this Policy may be raised at staff and parent meetings.

Evaluation

The Principal is primarily responsible for monitoring Huntingtower's overall compliance with this Policy, which will be reviewed as part of Huntingtower's policy review cycle (and otherwise as and when required).

Authorisation

This policy was authorised by the Principal in August 2023

Date of next review: August 2025