

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

Mildura English Language Centre 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.

The programs and teaching at *Mildura English Language Centre* 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 on our College website, our Staff Induction Handbook and Student Handbook.

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.
- Celebrate our values in our school newsletter.
- Provide awards and recognition for students who actively demonstrate the values.
- Discuss our values with students in the classroom, meetings and assemblies.

Vision

The Mildura English Language Centre will be a centre of EAL excellence in the North Western Upper Mallee Region.

Goals:

- to improve the learning growth and achievement outcomes for every student.
- to improve students’ engagement in their learning and schooling and build the level of wellbeing for every student.

At Mildura English Language Centre, we aim to deliver:

- access to a rich and broad curriculum
- excellence in education and educational pathways for all students.
- growth in our students’ learning levels and their social and emotional wellbeing

Mission

Provide best practice EAL pedagogy for newly arrived students in an inclusive welcoming environment empowering them and their families to participate in education and contribute to Australian society.

Values

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Mildura English Language Centre’s values are aimed at providing a safe and secure environment for our students to reach their full potential in Australia. We aim for PEACE @ MELC; **Persistence, Empathy, Aspiration, Community and Engagement.**

*We **PERSIST** to do our best and keep trying, we never give up*

*We show **EMPATHY** to members of our community, understanding that everyone has different experiences, views and feelings*

*We **ASPIRE** to be our best and have a good future*

*We are involved in and care about our **COMMUNITY**, our school community, the Mildura community, the Victorian and broader Australian communities as well as a member of the world community*

*We are **ENGAGED** in our learning, our community and life itself*

Behavioural Expectations

Mildura English Language Centre 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.

The MELC environment and behavioural expectations are based on the tenets of a trauma informed practice, specifically incorporating the *Foundation House: Victorian Foundation for Survivors of Torture and Trauma, Recovery Goals.*

As Mildura English Language Centre staff, we will:

- Provide highly qualified staff who know their subject area, understand students new to Australia and their needs and maintain high standards of professional instruction.
- Be dedicated and committed to support team work, to ensure each student strives to maximise their ability and results.
- Provide substantial access to teacher assistance both in and outside normal class time.
- Provide advice on appropriate learning and educational pathways for all students
- Provide access to quality facilities and equipment that facilitate student success; including state-of-the-art learning technologies.
- Provide a safe, secure and supportive environment where an ethos of cooperation, courtesy and care exists between staff and students.
- Provide a broad EAL curriculum that assist students to succeed in their schooling as well as developing pride and respect in themselves and MELC.
- Model positive behaviour and treat all members of the MELC community with respect.
- 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.
- Proactively engage with parents, utilising translators where necessary, about student outcomes.
- Work collaboratively with parents to improve learning and wellbeing outcomes for students with additional needs.
- Communicate with the Assistant Principal and school leaders in the event we anticipate or face any tension or challenging behaviours from parents or any person who is acting in an offensive, intimidating or otherwise inappropriate way to leave the school grounds.

As parents and carers, we will:

- Insist that students attend school every day unless illness or a family emergency occurs.
- Communicate with MELC on the day of the student’s absence.
- Assist students to maintain a balance between school, leisure and rest.
- Contact MELC if there is a concern regarding wellbeing, learning progress or work completion.

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- Support MELC and the Victorian Curriculum Assessment Authority rules.
- Assist MELC to obtain data about its performance through sample surveys.
- Attend Parent/Student/Teacher (PST) conferences, information evenings, events and Graduations.
- Not call students on their mobile phone during school time - in an emergency contact the office.
- Maintain regular contact if required with teachers via phone, interview or email.
- Model positive behaviour to our child.
- Communicate politely and respectfully with all members of the MELC community.
- Take an interest in our child's education and learning.
- Work with MELC to achieve the best outcomes for our child.
- Communicate constructively with the school and use expected processes and protocols when raising concerns.
- Support MELC staff to maintain a safe learning environment for all students.
- Follow MELC processes for communication with staff and making complaints.
- Treat all school leaders, staff, students, and other members of the MELC community with respect.

As students, we will:

- Attend class and activities punctually and be prepared for learning.
- Be engaged and try our best with all learning activities both at school and in the home.
- Work in a co-operative manner with teaching and support staff.
- Be prepared to do their best in their various studies.
- Follow the College Engagement and Wellbeing Policy.
- Seek the assistance of teachers, counsellors, and school personnel when needed.
- Adhere to the classroom expectations established by the teacher and the class, and make the most of our educational opportunities.
- Behave in a mature and responsible manner, and model positive behaviour to other students.
- Develop work habits in and out of class to ensure continuous improvement.
- Engage positively when using social media.
- Communicate politely and respectfully with all members of the school community, including staff and fellow students.

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:

- Speaking or behaving in a rude, manipulative, aggressive or threatening way, either in person, via electronic communication or social media, or over the telephone.
- The use or threat of violence of any kind, including physically intimidating behaviour such as aggressive hand gestures or invading another person's personal space.
- Sending demanding, rude, confronting or threatening letters, emails or text messages.
- 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.

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

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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 according with our school's *Student Wellbeing and Engagement 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.

Resources

This policy is published on the College's website and should be read in conjunction with the following school policies:

- 1.02 Bullying Prevention Policy
- 1.08 Complaints Policy
- 1.12 Duty of Care Policy
- 1.19 Student Wellbeing and Engagement Policy
- 1.21 Visitors Policy

Additional Resources:

Safe School: <https://www.education.vic.gov.au/about/programs/Pages/safeschools.aspx>

Respectful Relationships: <https://www.education.vic.gov.au/about/programs/Pages/respectfulrelationships.aspx>

Professional Learning Communities:

<https://www.education.vic.gov.au/school/teachers/management/improvement/plc/Pages/default.aspx>

Mildura Senior College: <http://www.milsen.vic.edu.au/>

Review and Evaluation

<i>Ratified by:</i>	<i>School Council</i>	<i>Ratified date:</i>	<i>17.11.2020</i>
<i>Document Owner:</i>	<i>Principal</i>	<i>Reviewed date:</i>	<i>10.02.2024</i>
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