Code of Practice: Staff

Staff employed by Ranfurly Primary School will work within the guidelines outlined in Education Acts and Regulations and appropriate provisions of the Teaching Service Order and relevant Agreements. This code also acknowledges the Racial and Religious Tolerance Act 2001, which supports racial and religious tolerance and prohibits vilification on the grounds of race and religion.

Ranfurly Staff will be expected to:

Whole Staff Expectations

♦ Pursue excellence in education.
♦ Treat students with justice and equity, be alert to the consequences of behaviour and encourage students to do the same.
♦ Participate in relevant professional development activities.
♦ Be open and responsive to change and keep abreast of current educational practices.
♦ Contribute in a positive way to staff well-being and the support of colleagues.
♦ Be aware of and respect the need for confidentiality, both within and beyond the school community.
♦ Behave and dress in an appropriate and professional manner.
♦ Continually communicate with other staff members on matters of importance and relevance.
Teaching Staff Expectations

♦ Understand how students develop and learn and be able to respond to individual differences and learning styles.
♦ Ensure equal access to learning resources.
♦ Provide a positive role model for students.
♦ Organise programs which engage students in a positive and stimulating learning environment.
♦ Be team members in policy and program planning, implementation and evaluation.
♦ Set high but achievable expectations for student learning and behaviour.
♦ Demonstrate teaching strategies which actively:
  • Involve students in real life learning situations.
  • Encourage students to take risks and learn from errors.
  • Build upon student experience, interests and needs and link theory to practice.
  • Foster cooperation in learning.
  • Promote learning through enjoyable and fun activities.
  • Reflect upon their teaching practices and be able to engage other teachers collaboratively in that process.
  • Assist the development of trainee teachers and work experience students.

Teaching Staff Responsibilities

♦ Provide a record of short and long term planning.
♦ Maintain consistent records of curriculum evaluation and student assessment.
♦ Be involved in the implementation of school policy and programs.
♦ Report students’ academic and personal progress to parents in the prescribed school format. (Written half year/end of year reports, DAI format).