LOWER PLENTY PRIMARY SCHOOL OSH 

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# ROLE AND EXPECTATIONS OF STAFF POLICY

## PURPOSE

Lower Plenty Primary School OSHC expects that all staff conduct themselves in such way that is professional and in accordance with the philosophy and goals of the service. Staff are expected to actively demonstrate a positive attitude towards their work, the service and the service’s clients. The service requires that all staff abide by the code of conduct at all times during their interaction with children, families, community members, management and other staff.

## SCOPE

This policy applies to children, families, staff, management and visitors of the OSHC Service.

## IMPLEMENTATION

* Staff shall be provided with a copy of the service’s philosophy and goals prior to commencing employment.
* Staff shall be expected to read the document and indicate that they have understood all of the conduct requirements by signing the agreement.
* Staff shall be expected to consistently uphold the agreement during their employment with the service.
* Breaches to the agreement shall be taken seriously which may result in appropriate action taken on behalf of the employer/service

## FURTHER INFORMATION AND RESOURCES

* National Law Section 161-163
* National Regulations 137-152, 168
* Quality Area 4, Element 4.2
* Quality Area 7, Element 7.1

## REVIEW CYCLE AND EVALUATION

This policy was last updated on 20th January, 2022 and is scheduled for review in January 2025.