

“If you are bringing your offering to the altar and there remember that your brother has something against you, leave your offering there before the altar, go and be reconciled with your brother first, and then come back and present your offering.” Matt 5: 23-24

“If your brother does something wrong, go and have it out with him alone, between your two selves. If he listens to you, you have won back your brother. If he does not listen, take one or two others along with you: whatever the misdemeanour, the evidence of two or three witnesses is required to sustain the charge. But if he refuses to listen to these, report it to the community...” Matt 18: 15-17

Rationale

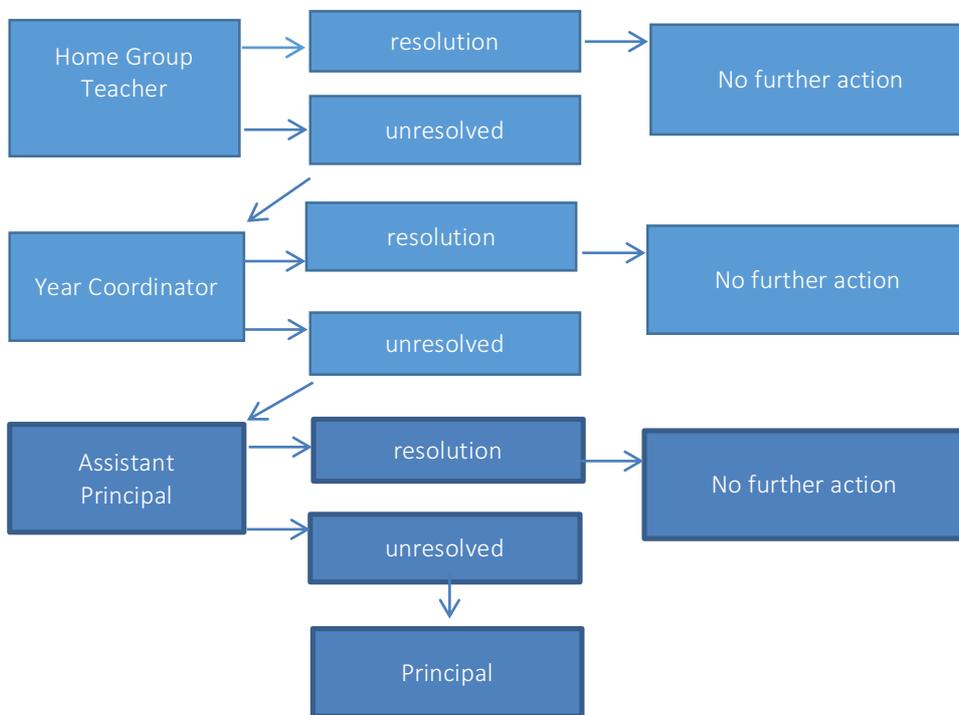
From time to time, even in communities with the best intentions, disputes arise. These may be the result of miscommunication or misunderstanding, or they may be the result of different perspectives. In some cases the dispute may result from the wrong-doing of an individual in the community. In all cases, for the sake of the individuals concerned and the community as a whole it is essential that disputes are resolved quickly and in a spirit of love and respect by all concerned.

This procedure is developed from the Diocesan Policy.

Procedure

1. Clarify the issue with your child before raising it with the school.
2. Speak with the person who can most directly address your concern first.
3. If you are not confident about expressing a concern at school bring a support person with you.
4. If the process does not produce a satisfactory outcome you can pursue other avenues as modelled below.

Pastoral Care Concerns



Learning and Study Concerns

1. Class Teacher
2. KLA Leader of Learning
3. Leader of Curriculum / Assistant Principal
4. Principal

Religious Education/ Faith Concern

1. Teacher
2. Leader of Catechesis or Leader of Evangelisation
3. Principal
4. Religious Education Consultant
5. Assistant Director – School Evangelisation and Catechetical Services
6. Director for Catholic Schools
7. Parish Priest
8. Vicar General
9. Bishop

School Policy

1. Individual (who is the centre of the concern)
2. Assistant Principal
3. Principal
4. Assistant Director
5. Director
6. Parish Priest

Behaviour while on Buses or Excursions

1. Bus Company
2. Relevant Teacher
3. Relevant Year Welfare Coordinator
4. Assistant Principal
5. Principal

Child Protection

1. Assistant Principal
2. Principal

Complainants not satisfied with the outcome can refer the matter to the Catholic Education Office by writing to the Director of Catholic Schools. Depending on the nature of the complaint a Consultant or Assistant Director will be delegated to attend to the issue.

Anonymous complaints or allegations will not be accepted except in the case of:

- allegations of child abuse,
- allegations of misconduct of a sexual nature by a staff member against a student,
- alleged breaches of legislation, including the Crimes Act.