

If you need help to understand the information in this policy, please contact Keysborough Secondary College.
Phone 03 9798 1877 – Acacia Campus or 03 9546 4144 – Banksia Campus or email at:
keysborough.sc@education.vic.gov.au.

The purpose of this Policy is to explain Keysborough Secondary College's commitment to making sure every member of our community, regardless of their background or personal attributes is treated with respect, dignity and equity.

Keysborough Secondary College strives to provide a safe, inclusive and supportive school environment for all students and members of our school community. Keysborough Secondary College values and embraces inclusion, diversity, equity, fairness and difference; and seeks to nurture a connected, safe and respectful community.

This policy should be read alongside the following Department of Education (DoE) policies:

for students, [Equal Opportunity and Human Rights - Students](#)

For staff, the [Respectful Workplaces](#) policies (including [Equal Opportunity and Anti-Discrimination](#), [Sexual Harassment](#) and [Workplace Bullying](#)) as these whole of Department policies apply to all staff at Keysborough Secondary College.

bullying is an ongoing and deliberate misuse of power in relationships through repeated verbal, physical and/or social behaviour that intends to cause physical, social and/or psychological harm

unfavourable treatment because of a person's protected attribute

humiliating comments or actions about a person's disability

the [Disability Inclusion Profile](#) (profile) is a new tool and process to help schools and families identify the strengths, needs and educational adjustments schools can make for the individual student. The profile is part of the DoE's [Disability Inclusion reform](#), which aims to strengthen inclusive education across the school system

Inclusive Education means that all students feel welcome, accepted and engaged so that they can fully participate, achieve and thrive in the College life. Every member of our College community should be treated with dignity and respect

imposing an unreasonable requirement, condition or practice that disadvantages a person or group of people with a protected attribute

an IEP is a written statement that describes the adjustments, goals and objectives, goals and objectives () ts

a personal characteristic that is protected by State or Commonwealth antidiscrimination legislation.
These include: race, disability, sex, sexual orientation, gender identity, religious belief or activity, political

promote Social Awareness as a means of encouraging acceptance of all students
celebrate individual difference
act with Integrity, Compassion and Responsibility, valuing all students equally irrespective of their personal characteristics and beliefs.

Keysborough Secondary College offers a range of programs that celebrate the diversity of our community they include:

- LGBTQI support groups
- Ongoing professional learning for staff
- Respectful Relationships
- Keysborough Secondary Week
- Boys to Men
- I Like, Like You

Keysborough Secondary College also works with the following organisations to promote diversity:

- Migrant Information Centre
- Foundation House
- City of Greater Dandenong First Nations Community Space
- Greater Dandenong Youth Services

Our College believes that all students can achieve their Personal Best and acknowledges that there are a multitude of ways in which students can demonstrate this quality. Keysborough Secondary College encourages all students to consistently demonstrate our values.

Bullying, unlawful discrimination, harassment, vilification and other forms of inappropriate behaviour targeting individuals or groups because of their personal attributes will not be tolerated at Keysborough Secondary College. We will take appropriate measures, consistent with our Student Engagement and Wellbeing Policy, Student Code of Conduct and Bullying Prevention Policy to respond to students who demonstrate these behaviours at our College.

Students who may have experienced or witnessed this type of behaviour are encouraged to speak up and to let their teachers, College staff, parents or guardians know about those behaviours to ensure that inappropriate behaviour can be addressed. Students who are involved in bullying or harassing others on the basis of their personal attributes will be supported to understand the impact of their behaviour.

The [Disability Inclusion Profile \(DOCX\)](#) and surrounding process helps Keysborough Secondary College and families identify the strengths, functional needs, and educational adjustments schools make to assist [students with disability](#) and additional learning needs.

The profile is part of the DoE's [Disability Inclusion reform](#), which aims to strengthen inclusive education across the school system.

The Disability Inclusion Profile (DIP) is a new tool and process to help schools and families identify the strengths, needs and educational adjustments schools can make for the individual student which uses a strength and functional needs-based approach that is designed to:

- highlight the student's strengths, aspirations and goals
- help schools and families identify functional needs and adjustments for [students with disability](#)
- inform [individual education plans \(IEPs\)](#), student learning goals, and

Keysborough Secondary College also understands that it has a legal obligation to make reasonable adjustments to accommodate students with disabilities.

A reasonable adjustment is a measure or action taken to assist students with disabilities to participate in their education on the same basis as their peers.

Reasonable adjustments will be made for students with disabilities in consultation with the student, their parents or carers, their teachers and if appropriate, their treating practitioners.

Keysborough Secondary College may consult through the Student Support Group process and in other less formal ways. For more information about support available for students with disabilities, and communicating with us in relation to student's disability, please refer to our school's Student Wellbeing and Engagement and Bully Prevention policies or contact the Keysborough Secondary College Inclusion Assistant Principal.

Students who fall within the definition of a priority cohort student will have an Individual Education Plan (IEP). In the development of the IEP's developer (Inclusion Leader, Year level Leader or Year 7-12 Engagement Leader) will ensure the development of an IEP will:

- identify relevant stakeholders (these may include the student, parents/guardians, teachers, and other members of the student group support team)
- work collaboratively with relevant stakeholders
- collect and analyse student data to help inform goal setting and develop long term goals
- collect information about the student's strengths and interests (this will inform goal setting and the strategies used to meet goals)
- develop short term smart goals that will allow the student to meet their long-term goals
- regularly review progress toward short-term and long-term goals

All Priority Cohort students will be further supported by the Campus Wellbeing team on an as needs basis and receive a Student Support Group (SSG) meeting on a regular basis as required.

This policy will be communicated to our school community in the following ways:

- on the Keysborough Secondary College website
- included in staff induction processes
- included in our staff handbook
- discussed at staff briefing/meetings as required
- discussed at parent information sessions
- included in enrolment/transition packs
- included as annual reference in the school newsletter
- made available in hard copy from school administration upon request

The following DoE policies apply to all staff working at Keysborough Secondary College and can be found on Policy Advisory Library:

[Assessment of Student Achievement and Progress Foundation to 10](#)

[Child Safe Policy](#)

[Disability Inclusion Profile](#)

[Disability Inclusion Profile Policy](#)

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