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RIGHT TO DISCONNECT POLICY

STATEMENT OF POLICY

Good Shepherd Catholic College recognises and respects the right of employees to disconnect from work and the need to create a better work-life balance for our employees.

INTRODUCTION

This policy addresses requirements for staff response to work-related electronic communications outside the designated hours of 8am–5pm.

RATIONALE

Good Shepherd Catholic College recognises the crucial role of ongoing communication between staff, parents, and the broader school community as part of our educational and pastoral mission. In addition, we recognise the need to support employees in maintaining a work-life balance.

POLICY DIRECTIVE

Employees will be permitted the right to disconnect from all forms of electronic communication, including emails, texts, telephone calls, video calls, Facebook Messenger, or sending or reviewing other messages (This list is not exhaustive).

Disconnect times

- Between 5pm and 8am on designated workdays.
- Any days that are not designated workdays - this includes all weekends, periods of leave (including personal leave) and holidays.

Response times for electronic communication

- When contact is made with staff outside of these hours, it is reasonable to expect a reply to be given on the next working day (as relevant for the particular staff member) between 8am and 5pm.

Implementation of Protocols

- These protocols have been implemented following consultation with staff and the School Board in accordance with the Agreement and will commence on 4th June 2024.