

Anti-Racism Contact Officers (ARCOs)

Support document for the Anti-Racism Policy

Role of the ARCO

Principals are required to nominate a member of the teaching staff to be the school's Anti-Racism Contact Officer (ARCO). The ARCO is the contact between students, staff, parents and community members who wish to make a complaint regarding racism and the appropriate procedure that will be used to resolve the complaint, including the person who will have responsibility for dealing with the complaint - the delegate. The ARCO's role can be described under four headings:

ARCOs may assist the complainant in writing the complaint, if appropriate.

ARCOs may be asked to assist in seeking a resolution through the appropriate formal procedure but the ARCO's role is to lead the process. It is the delegate's role to lead the process. ARCOs do not deal with complaints regarding racism are dealt with using the

[Complaints Handling Policy](#)

[Guidelines.](#)

Educational role

The ARCO can assist the principal to:

- x ensure the school community is aware that the school has an ARCO, who the ARCO is and what the ARCO role involves. Posters promoting awareness of the role and identity of the ARCO are available on the Department's intranet site.
- x ensure that staff are aware of relevant policies including the [Anti-Racism Policy](#); the [Cultural Diversity and Community Relations Policy: Multicultural education in schools](#); the [Aboriginal Education and Training Policy](#); the [ST\(4T5 10\) Complaints Handling Policy](#); the [5 10 Complaints Procedures](#) as they relate to [5 10 Complaints about racism](#), and the [Aboriginal Education and Training Strategy 2009 2012](#).
- x promote anti-racism education in the school.

Monitoring role



Regional training facilitators may vary some of the content of the course to suit local needs by selecting

