

# Code of Conduct

## Expectations – It is expected that all members of the school community will:

- work responsibly and diligently toward the school vision
- display courtesy and respect towards each other
- respect possessions, property and the school environment
- be punctual, prepared and appropriately presented
- fulfil the legal responsibilities of education

## Expectations

These expectations reflect the School's Code of Conduct. They are for the purpose of defining boundaries of student behaviour.

## It is expected that students will do the following:

- Show respect for and cooperate with staff members at all times.
- Remove hats/beanies before entering classrooms and office areas
- Finish consuming all food and drink before entering the classroom (water bottles are permitted with teacher approval)
- Arrive at all classes on time
- Complete all set homework
- Hand in all work/assignments by the due date
- Maintain classrooms in a clean, safe and tidy state
- Carry the Homework Diary with them to all classes and use it appropriately
- Move quickly and quietly between classes
- Use good manners at all times
- Place rubbish into the bins provided
- Show respect for the school environment (avoid damage/graffiti)
- Avoid intimate physical contact – it embarrasses others and is inappropriate in a school setting
- Avoid running in confined areas
- Conform to school policy regarding attendance, uniform and health

## Responsibilities and rights

### Responsibilities

All members of the **school community** have the responsibility to:

- model courteous, honest and respectful behaviour
- keep the school environment neat, clean and safe
- ensure that their behaviour promotes a safe and supportive environment
- ensure that their actions reflect positively on the school

### Rights

All members of the **school community** have the right to:

- be treated with courtesy, honesty and respect
- work and socialise in a safe, supportive and purposeful environment
- be proud of their school

**Students have the RESPONSIBILITY to:**

- attend school
- ensure that they are punctual and prepared
- behave in a way that ensures all students can learn
- demonstrate courteous, honest and respectful behaviour
- behave in a way that protects the safety and well being of themselves and others
- ensure that the school environment is kept neat and tidy
- wear the school uniform

**Staff have the RESPONSIBILITY to:**

- ensure good organisation and planning
- establish a positive working environment
- model courteous, honest and respectful behaviour
- regularly provide feedback and report student progress
- ensure that the school environment is kept neat, tidy, safe and secure

**Parents/Caregivers have the RESPONSIBILITY to:**

- communicate issues and concerns which may impact on their child's performance, progress or well being at school
- ensure that their child attends school
- ensure that their child is provided with appropriate materials to make effective use of the learning environment
- support the school in providing a meaningful and adequate education for their child
- support the school uniform

**Students have the RIGHT to:**

- learn in a purposeful and supportive environment
- work and socialise in a safe, secure, friendly and clean environment
- be treated with courtesy, honesty and respect
- be heard at an appropriate time and place

**Staff have the RIGHT to:**

- teach in a purposeful and supportive environment
- teach in a safe, secure and clean environment
- co-operation and support from all members of the community
- be treated with courtesy, honesty and respect

**Parents/Care givers have the RIGHT to:**

- be proactive in developing partnerships with the school to achieve optimum outcomes for their child
- access a meaningful and adequate education for their child
- be informed of course and curriculum material, behaviour management procedures, and decisions affecting their child's health and well being
- be informed of their child's progress.

**The following are unacceptable behaviours at all times and will be processed in accordance with the Student Behaviour policy and procedure:**

All forms of harassment or bullying (Physical, Verbal, Emotional, Exclusion, Cyber), fighting (including play fighting and rough games that lead to violent reactions), spitting, littering, vandalism of any form, class avoidance, out of class loitering etc, possession of weapons; smoking and the use of illicit drugs (this includes possession of these, or related, items).

**The following items are not to be brought to school:**

Energy drinks, pressure pack deodorants, matches, lighters, laser pens, stereo systems, weapons (including replica items) etc. Severe consequences will be applied to students who put others at risk through non-conformity to this policy.

**Personal property:**

Students bringing any personal property (including personal electronic devices) to school do so at their own risk and the school will not be held responsible for any damages to, loss or theft of personal property. The school strongly recommends parents ensure valuable personal items are not brought to school. Please refer to Risk Cover for further information.