



## STUDENT CODE OF CONDUCT

### POLICY STATEMENT

This code of conduct applies within the School buildings and grounds, on public transport to and from the School, and at all school events, functions, camps and excursions. At all times, it is expected that students are mindful of their role as ambassadors for themselves, for their families and for St James' Anglican School.

### RIGHTS AND RESPONSIBILITIES

#### Rights:

- To feel secure and to be safe in a caring and supportive environment.
- To expect that school rules are fair and consistently implemented.
- To be valued for their individuality.
- To be treated with fairness, courtesy, and respect always.
- To learn without disruption.
- To be free to express their own opinions respectfully.

#### Responsibilities:

- To treat each other with fairness, courtesy, and respect always.
- To support and model the School rules.
- To listen to the views of others and accept that they may be different from their own.
- To communicate openly and seek to build and maintain positive relationships with all other members.
- To develop self-responsibility.
- To keep the School environment safe, clean, and pleasant.

### STUDENT CONDUCT

#### Students are expected to:

- Be respectful and supportive of the School's beliefs and values.
- Be considerate of the health, safety and well-being of themselves and others.
- Abide by all health and safety rules and procedures operating within the School and at other locations which the students may visit.
- Ensure that their actions do not bring the School into disrepute.
- Refrain from behaviour that would not uphold the reputation of the School, including when travelling to and from school and when wearing the School uniform.
- Be well groomed and dressed appropriately in line with school standards and with due regard for health, hygiene, and safety.
- Respect the authority of members of staff and observe school rules, values and expectations as required.
- Strictly adhere to the School's policies and procedures as required.
- Refrain from all forms of bullying and harassment.
- Refrain from behaviour that would interrupt the work of any class or hinder the learning opportunities of other students.
- Respect school property and the property of staff, contractors, visitors, and other students.
- Be punctual, attend all classes and complete work promptly and to the best of their ability.
- Not possess or smoke cigarettes, e-cigarettes, vapes, possess / use, or be under the influence of alcohol or illicit drugs or other substances harmful to health, at school, on school excursions, at school events / functions, in transit between school and home or otherwise while understood to be a member of St James' Anglican School or while wearing the School uniform.



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### UNACCEPTABLE CONDUCT

Unacceptable conduct includes, but is not limited to:

- Touching, handling, pushing, or otherwise physically or sexually engaging with students or others in a manner that is not appropriate and may endanger the health, safety, and well-being of that person.
- Any form of physical or verbal violence including fighting, assault, or threats of violence.
- Any form of cyberbullying or cyber abuse, sending/sharing inappropriate, offensive, or explicit text messages, photos, or videos.
- Gambling of any form (both online gambling and in person) during school time, whilst undertaking school activities, or whilst wearing the School uniform.
- Language or conduct which is likely to offend, harass, bully, or unfairly discriminate against any student, teacher, contractor, or visitor, theft, fraud, or misuse of school resources.
- The use of inappropriate, disrespectful, or profane words or gestures and images.
- Unacceptable class attendance levels.
- Unwillingness to complete set work in class, assigned work or assessments.
- Smoking, vaping or consuming alcohol or illicit drugs at school at school events / functions, on school excursions, in transit between school and home or otherwise while understood to be a member of St James' Anglican School or while wearing the School uniform
- Attending school, social, sporting or other events / functions as a representative of the School whilst under the influence of alcohol, illicit drugs or other substances harmful to health.

### REPORTING BEHAVIOUR

Students must report any case of unacceptable behaviour, or behaviour in breach of this conduct, to a teacher or member of staff. Reporting can be by verbal, written or electronic means.

### BREACH

Students who breach the Student Code of Conduct may incur a sanction deemed appropriate given the nature, age of the student, or frequency of the breach, as outlined in the School's Behaviour Management and Good Standing Policy. These range from warnings, the removal of a student to another location, in school and out of school detention. For more severe behaviours, temporary withdrawal, in-school or out of school suspension, a probationary enrolment or a permanent exclusion from school may result. At no point is abusive or degrading punishment applied to a breach.

Students and/or parents/guardians will be allowed to appeal the outcome.

In accordance with applicable legislation and the School's Child Protection Policy, the Police and/or Department for Child Protection and Family Support will be informed of any unlawful breaches of this Student Code.

### STUDENT COMPLAINTS PROCESS

In the interests of Child Safety, students have the right to lodge a written or verbal complaint relating to matters of concern. Complaints boxes are located outside the Junior School Reception, Senior School Student Services, Chapel, and Counsellor's office areas. Students are also encouraged to speak with member of the Student Council or with the School Captains to raise a concern on their behalf.



## STUDENT CODE OF CONDUCT

### POLICY VERSION CONTROL

Version	Date	Summary of Changes
1	Dec - 2021	Policy Created
2	Apr - 2023	Policy review with minor changes. Complaints box's locations identified. New format to include 'policy version control' table. Review date amended.