

## Student Code of Conduct Policy

July 2022

### Summary

This policy applies to Community Language Schools SA and all member schools.

**Table 1: Document Details**

<b>Policy Number</b>	<b>ES06</b>
<b>Related Policies</b>	ES01: Child Safe Environments Policy and Procedures ES02: Risk Management Policy ES07: Enrolment Policy and Procedures ES09: Supervision Policy ES12: Principal Job Description Policy ES16: Adult Students attending Community Language Schools Policy ES35: Behaviour Support Policy and Procedures ES36: Excursion and Incursion Policy ES38: Bullying and Harassment Policy and Procedures ES39: Cyber-Safety Policy and Guidelines ES40: Special Needs Policy ES41: Gender Identity Policy and Guidelines ES46: SunSmart Policy
<b>Version</b>	2.0
<b>Created by</b>	CLSSA Policy Officer
<b>Reviewed by</b>	CLSSA Executive Officer
<b>Applies to</b>	All Community Language Schools
<b>Key Words</b>	Expected behaviours; Student responsibilities
<b>Status</b>	Approved
<b>Approved By</b>	CLSSA Board <i>(Administrative updates approved by Executive Officer)</i>
<b>Approval Date</b>	July 2022
<b>Review Date</b>	December 2023
<b>Notes</b>	Administrative update only

**Table 2: Revision Record**

<b>Date</b>	<b>Version</b>	<b>Revision Description</b>
	1	Existing code of conduct
19 <sup>th</sup> December 2016	1.1	Formatting, Made generic for all ethnic schools
21 <sup>st</sup> March 2017	1.2	Rewording of third paragraph – changed organisation to <insert school name>

		Changed 'do not bring food items with nuts in them' to 'do not bring food items that contain nuts'.
30 <sup>th</sup> June 2019	2.0	<ul style="list-style-type: none"> <li>Amend policy to make it generic by replacing individual school details with "Ethnic and Community Language Schools"</li> <li>Policy numbers added</li> <li>Changes in 'Created By' and 'Reviewed By' in Table 1; Changed Contents to Table of Contents; Reformatting of table and titles; Formatting of policy</li> </ul>
18 <sup>th</sup> January 2021	2.0	<ul style="list-style-type: none"> <li>Added policies in Related Policies (Table 1)</li> </ul>
December 2021	2.0	<ul style="list-style-type: none"> <li>Added policies in Related Policies (Table 1)</li> </ul>
July 2022	2.0	<ul style="list-style-type: none"> <li>Administrative update only</li> </ul>

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## **Student Code of Conduct Policy**

### **Introduction**

The aim of this code is to ensure that Community Language Schools are a safe place where learning can take place, that the property and reputation of the school is protected and that students develop self-discipline and consideration for others. The code of conduct clarifies the standards of behaviour that are expected of students attending an Ethnic and Community Language School.

All children who come to a Community Language School have a right to feel and be safe. We are committed to the safety and wellbeing of all children and young people accessing our services and the welfare of the children in our care will always be our priority. We aim to create a child safe and child friendly environment where all children are valued, feel safe, be treated with respect by other students and teachers, and are listened to.

Community Language Schools are committed to the safety and wellbeing of all children and young people. We also support the rights and well-being of our school personnel and volunteers and encourage their active participation in building and maintaining a secure environment for all participants.

### **Student Responsibilities**

Students in an Community Language School will:

- accept school policies regarding behaviour
- act and work co-operatively with other students and teachers
- respect all school personnel and fellow students
- respect the learning needs of other students
- respect the privacy of employees, teachers, volunteers and members of the school's organization and other students
- take progressive responsibility for their own learning, to work consistently and complete tasks as required
- be tolerant of differences
- be punctual and regular in attendance
- show pride in personal and school achievement
- not leave the school grounds during the day except on official school excursions, unless they are accompanied by their parent/guardian
- inform parents of educational progress and to ensure that all school communication is effectively delivered

- accept the authority of members of staff and observe specific rules which may be made from time to time
- behave in a manner which does not endanger the health and safety of themselves or others
- behave with courtesy and consideration for others, students must refrain from all forms of bullying and harassment
- refrain from behaviour which would interrupt the work of any class or hinder the learning opportunities of other students
- respect school property and the property of school personnel and other students
- complete work set by teachers promptly and to the best of their ability and to take full advantage of the educational opportunities offered at the school
- dress neatly and with due regard for health, hygiene and safety
- adhere to the rules regarding electronic devices in school
- not be permitted to possess or smoke cigarettes (including e-cigarettes), possess or use or be under the influence of alcohol or un-prescribed drugs or other substances harmful to health, at school, on school excursions,
- not allowed to bring food item that contain nuts or other allergens as identified by the school.

Students are expected to behave with courtesy and consideration for others. Violence, bullying, verbal intimidation and offensive behaviour are not acceptable, and students are expected to behave in a manner consistent with safety and to avoid such practices as running in the building or throwing missiles. Students are not permitted to bring weapons or dangerous objects or materials to school. Riding bicycles or skateboards, etc., in the school premises is not permitted.

School personnel can refer to **ES35: Behaviour Support Policy and Procedures** in case there is a breach of the code of conduct by a student.

**Note** the detailed rules listed in the Code of Conduct for Students may be varied by the principal in consultation with appropriate members of the school community, consistent with this policy. Below is a sample of the Student Code of Conduct that can be used together with the Student's Responsibilities that can be sent home for the student and their parents to acknowledge and sign.

## Student Code of Conduct



***I have discussed the Student Code of Conduct with my child and I believe my child will do his/her best to follow the Code of Conduct. I have also reinforced the need to speak with a trusted adult, (e.g. parent or teacher) to seek advice on how to deal with a problem.***

Child's Name: \_\_\_\_\_

Child's Signature: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_