



STUDENT CODE OF CONDUCT POLICY

Introduction

Huntingtower believes that all students play a valuable role in the life of the School and have the right to feel safe, secure and supported in the School. Students are expected to act in accordance with our core values of Respect, Integrity, Courage and Compassion, upholding the ethos and reputation of the School. This Student Code of Conduct applies to all students currently enrolled at the School.

Purpose

The Student Code of Conduct sets out the responsibilities and expectations for every student at Huntingtower. It also informs and outlines important School values, approaches and day-to-day operations.

What is expected of Students

All students at Huntingtower are expected to:

- Uphold and actively demonstrate the right of every individual to be free from harassment, bullying, intimidation, discrimination or aggressive behaviour
- Achieve his or her full academic potential by cooperating with staff in diligent preparation and thorough completion of all tasks
- Refrain from interfering with or inhibiting the learning of others
- Meet his or her cocurricular commitments through full participation in training, practice, performance, matches, competitions and in the support of others
- Represent the School in a manner that upholds the core values, ethos and reputation of the School
- Maintain a full involvement in the School community through service, House activities, assemblies, group meetings and other school activities
- Be in attendance on all school days and at all scheduled, timetabled and cocurricular obligations, except in cases of illness, accident or approved leave
- Follow the prescribed approval and recording procedures if arriving late or needing to leave the campus during the school day
- Take pride in their personal appearance and in the wearing of the correct school uniform and sporting attire
- Demonstrate respect for the local community using courtesy and appropriate language when with other members of the School and when in the broader community
- Show respect for school buildings, contents and grounds and the possessions of other students and staff
- Demonstrate appropriate information learning technology, personal device and internet usage. In particular students should practise appropriate personal, legal and ethical use of social media and digital communications
- Not partake in the use of non-medically prescribed substances (including tobacco, alcohol and other illicit substances) at school, whilst wearing any item of school uniform or whilst participating in any school activities

- Not smoke cigarettes including e-cigarettes (regardless of whether they contain nicotine) within school premises, within 4 metres of any pedestrian access to the school premises and whilst wearing any item of school uniform. Smoking and vaping are also not permitted during school events and excursions held off school premises.

Conduct outside of school hours

The Student Code of Conduct may also apply to students outside of school hours and/or while off-campus. As such, students need to be mindful of the manner in which they conduct themselves at all times, to ensure that they are not acting or representing themselves in a way that could see them in breach of the Student Code of Conduct. If the School is made aware that a student may be behaving in a way that is counter to the Student Code of Conduct and/or the values of the School, it reserves the right to investigate, report the matter externally, intervene and/or take appropriate disciplinary actions.

What happens if a student breaches this Code of Conduct?

As a member of Huntingtower, students hold a representative position of trust and are accountable for their actions. The consequences to a student for breaching this Code of Conduct will be determined at the discretion of the Year Level Coordinator, relevant Head of School, Deputy Principal or the Principal's Delegate. This may result in a student receiving a sanction such as a written warning, detention, suspension, probationary enrolment, removal of leadership position/office, exclusion (i.e., activity, program, excursion, trip, camp, tour) and/or termination of enrolment.

Required Reporting

If a breach of the Student Code of Conduct is deemed to be of a serious criminal nature Huntingtower reserves the right to seek legal advice, report the matter to police and/or other external agencies. Please note that teachers and some other employees have mandatory reporting obligations under the *Children, Youth and Families Act 2005 (Vic)* where they have reasonable grounds to suspect a child is at risk of sexual harm and have current concerns about the wellbeing of the child. These obligations are fully detailed in the Student Wellbeing – Concerns Procedure.

Complaints and Grievances

Students should report any cases of behaviour in breach of the Student Code of Conduct to a teacher or staff member in confidence.

- When making a complaint to the School, students are required to act in a manner consistent to the Student Code of Conduct
- Disputes between Students and the School are dealt with on an individual case basis. If a Student is unable to resolve a grievance he or she may seek resolution through discussion with the relevant Head of School, Deputy Principal, Principal or the Principal's Delegate
- The School reserves the right to vary disciplinary procedures for a particular misdemeanour by weighing the interests of individual students against those of the wider school community

Related Policies

Parent Code of Conduct

Laptop Digital Technologies Acceptable Usage Agreement

Student Wellbeing – Concerns Procedure

Communication

This Policy will be available to staff via the School's staff portal and parents via the School's parent portal. In addition, relevant aspects of this Policy will be raised in student meetings.

Evaluation

The Principal is primarily responsible for monitoring Huntingtower's overall compliance with this Policy, which will be reviewed as part of Huntingtower's policy review cycle (and otherwise as and when required).

Review

This policy was authorised by the Principal March 2022

Date of next review: March 2024