

**STUDENT CODE OF CONDUCT**

Approved by School Council: August 2016

**RATIONALE**

Bentleigh Secondary College Code of Conduct is the development of self-discipline based on the following principles:

- the right to learn
- the right to be treated with respect
- the right to be safe

**GUIDELINES**

<b>Rights:</b>	<b>Responsibilities:</b>
<ul style="list-style-type: none"> <li>• The right to a positive learning environment.</li> </ul>	<ul style="list-style-type: none"> <li>• The responsibility to be punctual, fully equipped, cooperative and prepared to follow instructions and complete set tasks to ensure that lessons proceed without interruption.</li> </ul>
<ul style="list-style-type: none"> <li>• The right to be secure and to be treated with respect, politeness and understanding, and to feel emotionally secure.</li> </ul>	<ul style="list-style-type: none"> <li>• The responsibility to treat others with respect, politeness and understanding.</li> <li>• This means students must not engage in any forms of bullying whether it be physical, verbal or cyber bullying.</li> <li>• Bullying will not be tolerated at any level.</li> </ul>
<ul style="list-style-type: none"> <li>• The right to be treated fairly and equally irrespective of individual differences.</li> </ul>	<ul style="list-style-type: none"> <li>• The responsibility to treat others fairly and equally irrespective of individual differences.</li> </ul>
<ul style="list-style-type: none"> <li>• The right to be physically and cyber safe in the school environment.</li> </ul>	<ul style="list-style-type: none"> <li>• The responsibility to behave in a way that will not threaten or endanger oneself or others.</li> <li>• This includes the responsibility to report any defective equipment or hazards and to follow any rules which are designed to avoid accidents.</li> </ul>
<ul style="list-style-type: none"> <li>• The right for one's personal school approved belongings to be safe.</li> </ul>	<ul style="list-style-type: none"> <li>• The responsibility not to steal, damage or destroy the property of others; to hand in any items which are found; and to follow any rules which are designed to protect people's belongings.</li> </ul>
<ul style="list-style-type: none"> <li>• The right to spend time at school in pleasant, clean and well-maintained buildings and grounds.</li> </ul>	<ul style="list-style-type: none"> <li>• The responsibility to care for the school environment by keeping grounds and buildings neat and clean, and to correctly dispose of litter.</li> </ul>
<ul style="list-style-type: none"> <li>• The right to expect the community to support, respect and have pride in the school.</li> </ul>	<ul style="list-style-type: none"> <li>• The responsibility to behave and dress in a way that the community will respect the school.</li> </ul>

**BENTLEIGH SECONDARY COLLEGE RULES**

Respect is the premise on which the Code of Conduct is based and the key to its successful implementation.

**R-** Rights, Responsibilities and Relationships

**E-** Empathy and Enthusiasm

**S-** Safety and Security

**P-** Punctuality, Presentation and Preparedness

**E-** Environment- Physical and Social

**C-** Consideration, Cooperation and Calmer Classrooms

**T-** Teaching and Learning

**IMPLEMENTATION**

If a Bentleigh Secondary student behaves in a way that impinges on the rights of students and staff or is unable to meet the responsibilities outlined above, teachers will use a series of steps to assist the student to become a more positive member of our community. Some of the behaviours that will challenge our cooperative learning community and the steps that teachers will use are outlined below. All of these steps are underpinned by the College's Restorative Practices.

<b>When things go wrong</b>	<b>When someone has been hurt</b>
<ul style="list-style-type: none"> <li>• What happened?</li> <li>• What were you thinking at the time?</li> <li>• What have you thought about since?</li> <li>• Who has been affected by what you have done? In what way?</li> <li>• What do you think you need to do to make things right?</li> <li>• What can the college do to help?</li> </ul>	<ul style="list-style-type: none"> <li>• What did you think when you realised what had happened?</li> <li>• What impact has the incident had on you and others?</li> <li>• What has been the hardest thing for you?</li> <li>• What do you think needs to happen to make things right?</li> <li>• What can the college do to help?</li> </ul>



Our college considers that a positive approach to behaviour is desirable to foster a school climate within which personal responsibility and self-discipline will be developed.

**Students are expected to:**

- behave in a responsible manner, obey staff directions, and allow other students to learn without interference
- respect personal property of other people and the school environment
- comply with all school policies including the Student Code of Conduct and the Sexual Harassment Policy
- wear correct school uniform to and from, as well as at school
- be punctual, be prepared for all classes and to complete homework

**We are committed to the following strategies to encourage our students to develop self-discipline:**

- provide positive reinforcement to improve self-esteem
- acknowledge differences and encourage sharing, tolerance and compassion among students in order to develop respect for others
- provide consistent and fair forms of discipline
- foster a community pride in the school
- work with students in conjunction with parents

**Accepted consequences for non-compliance with the student code of conduct**

**Initial Consequences**

All classroom teachers will follow the 5 steps in their classroom management plan. If a student continues to misbehave they may then be sent to the year level coordinators. The following types of severe misbehaviour come under the severe clause and follow up consequences will apply.

- Physical abuse
- Wilful damage of property
- Verbal abuse of teachers or students

**Follow Up Consequences**

Teachers need to follow up with the year level coordinators and discuss further consequences. These may include:

- discussion of student's responsibilities
- individual program that reinforces responsibilities and rules
- withdrawal from group activity to enable the student to evaluate behaviour
- written and/or verbal apology
- consultation with parents
- detention
- referral to appropriate counselling
- re-assessment of privileges
- belongings or clothing excluded by the rules to be confiscated for later collection where appropriate
- suspension/exclusion procedures in line with Department of Education and Training (DET).

Every effort will be made to ensure that logical consequences are applied for inappropriate behaviour. This code of practice acknowledges the *Racial and Religious Tolerance ACT 2001* which supports racial and religious tolerance and prohibits vilification on the grounds of race or religion.

**EVALUATION**

*Review annually, with recommended changes being presented to College Council*