

# **ALLEGRA SCHOOL COFFS HARBOUR STUDENT CODE OF CONDUCT POLICY**

## STUDENT CODE OF CONDUCT POLICY

### Preamble

Allegra School Coffs Harbour caters to the educational needs of all Students, to provide learning opportunities for young people that empowers them to reach their potential in an inclusive and supportive environment.

### Scope

Relates to all Students of Allegra School Coffs Harbour to ensure Students behave in a manner that reflects the School values of acceptance, learning, empathy, opportunity and inclusiveness.

### Policy

Allegra School Coffs Harbour has in place a Code of Conduct for Students which may be supplemented from time to time by specific rules and directives. The Code of Conduct includes such matters as:

- The rights and responsibilities of Students within the School community including the rights and responsibilities of Students as members of the community;
- Behaviour Management;
- Anti-Bullying and Harassment
- The management and reporting of serious incidents; and
- The establishment and implementation of appropriate behaviour management practices for Students, consistent with the philosophy of the School.

Students have a Code of Conduct that affects all aspects of their participation and the School.

### Rights and Responsibilities

Every Student of the Allegra School Coffs Harbour has a right to:

- Learn in a challenging environment to the best of their ability
- Learn in an environment free of discrimination and harassment
- To listen and to be heard
- Be treated with respect by other Students and Teachers
- Feel Happy, Safe and secure in the School
- Privacy and personal space
- Acceptance in the School community
- Be treated fairly
- Have access to Student Support Officer if desired or required
- Lodge a complaint without fear of retaliation or victimisation

Students have a responsibility to:

- Accept School policies regarding behaviour
- Act and work co-operatively with other Students and Teachers
- Treat other Students and Staff with respect and fairness
- Follow any reasonable direction from a member of Staff
- Respect the learning needs of other Students
- Take progressive responsibility for their own learning, to work consistently and complete tasks as required

- Be tolerant to differences
- Be punctual and regular in attendance
- Inform Parents/Guardians or Caregivers of educational progress and to ensure that all School communication is effectively delivered
- Behave responsibly by not damaging, stealing, modifying or misusing the School or other Student's or Staff property

Allegra School Coffs Harbour Students are responsible for

- Upholding the reputation of the School and by observing an appropriate standard of behaviour at all times
- Accept the authority of the Principal and members of Staff and observe specific rules which may be made from time to time.
- Behaving 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. Additional detail about Student bullying is set out in the Anti-Bullying and Harassment Policy and Student Behaviour Policy
- 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 Staff and other Students
- Complete work set by Teachers promptly and to the best of their ability and take full advantage of the educational opportunities offered at the School
- Students are not permitted to possess or smoke cigarettes, possess or carry a weapon, 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, in transit between School and home.

### **Breach of Conduct**

Breach of Conduct occurs when a Student behaves in a manner described as but not limited to:

- Assaults, attempts to assault or threaten a person on the School premises
- Acts in a manner that is breach of the Anti-Bullying and Harassment policy including discrimination
- Disobeys or disregards any lawful direction by an officer the School
- Deliberately obstructs any teaching activity
- Wilfully damages or knowingly mishandles any School property
- Attends the School whilst under the influence of alcohol or affected by drugs
- Carries or uses a weapon such as firearms, knives, syringes
- Fails to comply with WH&S regulations or wilfully places another person in a position of risk of danger

Students who have been identified as not complying with the policy may find themselves at risk of having their placement at Allegra School Coffs Harbour suspended or withdrawn. Additional detail is set out in the Student Behaviour Policy.

Incidents of breaches to this policy will be recorded in Sentral the electronic database of Student records as a Negative Incident with full details explained of the incident. All records

of discussions and letters that are issued will be stored electronically in Sentral and backed up.

**Related Policies**

Student Behaviour

Anti-Bullying and Harassment

Supervision

Student Rights and Responsibilities

Student Drug, Alcohol, Cigarette and Weapons

**Registered and Accredited Individual Non-government Schools (NSW) Manual  
Reference No**

3.6 Safe and Supportive Environment 3.6.2

**Review of Policy**

Policy to be reviewed one year from date of effect or earlier if required

**Version History**

Version	Approved By	Approval Date	Date of Effect	Sections Modified
Original	Board	21 Jan 2020	22 Jan 2020	Change of Name; minor edits; general review