



Heritage College

Student Code of Conduct

Document Control

Revision Number	Implementation Date	Review Date	Description of Changes	Prepared By	Approved By
001	7 Dec 2021	1 Nov 2022	Approved	Mark Roberts	Executive



Purpose

Heritage College is committed to ensuring a respectful learning environment that is safe, positive and supportive for all students of the School.

It is the intention of Heritage College to provide clear guidelines to all students regarding the conduct expected of them whilst at School, engaging in School related activities or representing the School. Students are expected to uphold the School's core values at all times.

Application

This Code applies to all Heritage College students (the students). The application of this Code is not limited to the School site and School hours. It extends to all activities and events that are school-related and when representing or acting on behalf of the School. The Code also requires that student actions do not bring the School into disrepute at any time regardless of whether the action occurs within or outside of School activities.

Definition of a 'Student'

For the purposes of this policy, a 'Student' of Heritage College shall be considered to be a current student of Heritage College until they withdraw from the School and are no longer enrolled or (in the case of Year 12 Students) the day after the completion of an individual's final exam.

Conduct and Bearing of All Students

It is expected that every student will:

- uphold the School's core values at all times;
- behave in a manner that does not endanger the health, safety and wellbeing of themselves or others;
- abide by all health and safety rules and procedures operating within the School and other locations at which the students may visit;
- ensure that their actions do not bring the School into disrepute;
- uphold the reputation of the School by observing an appropriate standard of behaviour in transit to and from the School and when wearing School uniform;
- respect the authority of members of staff and observe School rules as required;
- strictly adhere to the School's policies and procedures as required;
- be respectful and supportive of the School's beliefs and values;



- behave with courtesy and consideration for others. In particular, 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;
- refrain from activities, conduct or communication that would reasonably be seen to undermine the reputation of the School, employees or students of the School (including activities on social media);
- respect School property and the property of staff, contractors, visitors and other students;
- be punctual and attend all classes;
- remain in the School grounds during the School day unless otherwise approved by the applicable Head of School;
- 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 in accordance with the School's uniform requirements;
- not possess or smoke cigarettes, e-cigarettes, possess or use or be under the influence of alcohol or illicit drugs or other substances harmful to health, at School, on School excursions, in transit between School and home or otherwise while wearing School uniform.

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 which is not appropriate and may endanger the health, safety and wellbeing of that person;
- any form of physical or verbal violence including fighting, assault or threats of violence;
- any form of cyberbullying or cyber abuse,
- sharing inappropriate, offensive or explicit text messages, photos or videos;
- Gambling of any form (both on-line 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 or profane words or gestures and images;
- unacceptable class attendance levels;
- smoking or consuming alcohol or illicit drugs at School, on School excursions, in transit between School and home or otherwise while wearing School uniform;



- attending School, social, sporting or other functions as a representative of the School whilst under the influence of alcohol, illicit drugs or other substances harmful to health; and
- sharing or producing inappropriate content on any public social media platforms.

Reporting

It is expected that all students will report any cases to a teacher or senior staff member (in confidence) of unlawful behaviour or behaviour in breach of this conduct which may have been observed or reported to them.

Breach

Students who breach the Code of Conduct may be sanctioned by the observing teacher, or Head of School as deemed appropriate given the nature of breach and the age of the student.

Students who continue to breach the Code will be interviewed by the applicable Head of School. Appropriate action, which may include behavioural contracts, reflection, mediation or suspension, is at the discretion of the Head of School.

The Head of School may refer the matter to the Principal, who has full discretion to take action including expulsion as deemed appropriate, in consultation with the School Council.

In accordance with applicable legislation and the School's Child Protection Policy, the Police and/or Department of Health (DH) and / or the Department of Families, Fairness and Housing (DFFH) will be informed of any unlawful breaches of this Code.

Related Policies

- [Child Safe Protection Policy](#)
- [Bullying Policy](#)

Related Codes of Conduct (SEQTA Documents)

- Student ICT Responsible Use Agreement
- Sport and Recreation Code of Conduct
- Bus Travel Code of Conduct