

Gilson College

Mernda Campus - Student Code of Conduct



Document Control

Revision Number	Implementation Date	Review Date	Description of Changes	Prepared By	Approved By
0	May 2023	May 2026	New Document	Business Manager	School Executive

Purpose

Gilson College - Mernda Campus (the School) is committed to providing a respectful learning environment that is safe, positive and supportive for all students of the School.

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

Application

This Code applies to all Gilson College - Mernda Campus 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 Gilson College - Mernda Campus shall be considered to be a current student of the School from Foundation until they graduate or withdraw and are no longer enrolled.

Conduct and Bearing of All Students

It is expected that every student will:

- uphold the School's core values (PB4L) at all times;
- behave in a manner that does not endanger the health, safety and wellbeing of themselves, others and school property;
- 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 when travelling to and from 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 respective Head of School or delegate;
- 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, vaping instruments, 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 (physical contact can be appropriate during sport and other educational activities);
- any form of physical or verbal violence including fighting, assault or threats of violence;
- any form of cyberbullying or cyber abuse,
- sending inappropriate, offensive or explicit text messages, photos or videos
- any breach of the School's Privacy Policy;
- gambling of any form (both on-line gambling and in person) during 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 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.

Reporting

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

Breach

Students who breach this Code of Conduct may have their behaviour addressed by the observing teacher or Head of School as deemed appropriate given the nature of the breach and the age of the student.

Students who continue to breach the Code may be referred to the Student Discipline Committee in line with the Student Behaviour Policy, the Suspension and Expulsion policy and the Discipline

Committee procedures.

Breaches may be referred to the Principal, who has full discretion to take action including a recommendation of expulsion in line with the School's Student Behaviour Policy and Procedures. Unlawful breaches of this Code will be reported to the applicable authorities such as the Police or DFFH and other authorities in accordance with mandatory reporting legislation and the School's Child Safe Protection Policy. The Principal, or their authorised representative, reserves the right to take immediate disciplinary action should the code breach be deemed 'gross misconduct' as outlined in the Student Handbook, such as an obvious and real risk to another student, the school, school staff or any other individual or organisation.

Related documents:

- Anti-Bullying Policy
- Anti-Discrimination and Harassment Policy
- Child Safe Protection Policy
- Internet Acceptable Use Policy
- ICT Acceptable Use Agreement - Students
- Mobile Phone Policy
- Student Appearance Policy
- Student Behaviour Policy
- Suspension and Expulsion Policy
- Discipline Committee Procedures
- Student Handbook