



# STUDENT CODE OF CONDUCT POLICY

Version No.	Date Review Due	Date Published	Changes Made	Author of Changes
1		10/2019	Creation of policy and procedure to accompany existing code of conduct.	TM
2		01/2022	Addition of Unacceptable Behaviours	TM
3		03/2023	Minor change	TM
		06/2023	Minor change to Playground Rules	CV
4	04/2028	04/2025		RD

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## 1 POLICY

Helena River Steiner School is committed to being a Child Safe Organisation, taking a preventative and participatory stance on child protection issues and promoting a child safe environment. Helena River Steiner School explicitly forbids the use of any form of child abuse, corporal punishment or other degrading punishment.

Our Student Code of Conduct is supported by the School's Positive Behaviour Policy and is based on the understanding that behaviour is learned, communicates needs, and can be taught and changed. The intentional creation and maintenance of appropriate supportive relationships between students, teachers and parents is at the heart of our approach.

The purpose of this Code of Conduct for Students is to ensure that our school is a safe, supportive and friendly place where learning is prioritized, the property and reputation of the school is protected, and students are encouraged to develop self-discipline and consideration for others. This Code of Conduct applies to students at school and off-site when engaging in school-related activities or representing the School.

The School expects a standard of conduct from students which optimises learning and wellbeing for everyone. All students receive positive guidance and encouragement towards acceptable behaviour and are given opportunities to interact and develop respectful and positive relationships with each other and with staff members and volunteers.

This Code makes clear for students their rights and responsibilities. It outlines the expectations of behaviour and how students can make a complaint in a safe, supportive and sensitive manner. The Code of Conduct is supported by our Positive Behaviour Policy. Continual breaches of the Student Code of Conduct can lead to suspension and expulsion, as described in the Positive Behaviour Policy.

## 2 PROCEDURE

This Code shall be discussed with and communicated to students in an age-appropriate manner.

In the Kindergarten, desired conduct is modelled and discussed incidentally.

In the Primary school classes, the Code is:

- Sent to parents upon acceptance of enrolment
- Discussed with each class at the start of each year and as the need arises
- To be used as a declaration to be signed by a student if the need arises

## 3 STUDENT RIGHTS

I have the right to:

- Learn to the best of my ability in a supportive, positive and caring environment
- be treated with honesty, fairness and respect
- feel safe and be protected from ridicule, harassment and harm
- be included and feel a sense of belonging
- receive guidance and help when required

## 4 RESPONSIBILITIES

Responsibility is being aware of our conduct and being accountable for it.

### 4.1 Student Responsibilities

I have a responsibility to:

- treat others with fairness, respect and honesty
- be inclusive
- speak truthfully and kindly at all times
- prioritise learning at school by being prepared, on time and doing my best
- treat my own, the School's and other people's property with care
- abide by the School Rules and Classroom Rules
- accept the consequences of my actions

### 4.2 Help with Remembering What is Expected

Sometimes you may need a little help to remember what is expected of you and teacher are there to help. They will do this by:

- discussing the expectations with you
- reminding you about what you are supposed to be doing
- reminding you of any rules or expectations you are breaking and following through with the consequence that has been agreed on
- giving you a choice of either following the direction or accepting the consequence
- thanking you for making the best choice.

If you continue to break the rules and expectations, your parent/s will be asked to come and talk with your teacher about your behaviour so that they too can help you to remember what is expected of you at School.

## 5 STUDENT COMPLAINTS

### 5.1 What if I have a problem or want to make a complaint?

- If you have a problem with something that happened, or is happening, at School, *you have a right to ask for help or complain about it.*
- If you don't feel safe or are being hurt, *you have a right to ask for help or complain about it.*
- If you're unhappy with the way you, or another person, are being treated, *you have a right to ask for help or complain about it.*

**Remember your student rights, be brave and tell us your concerns. They will be taken seriously.**

#### 5.1.1 Step 1: Find Support

This could be a friend, parent, an older student or your teacher, the Duty Teacher or anyone at school you trust or feel safe to speak to. Go to Reception and ask to see Yvette (Education Coordinator) or Rensché (Principal).

#### 5.1.2 Step 2: Tell your support person or write it down

Tell them why you are unhappy, how the problem made you feel, what would help fix it. Sometimes it is easier to write things than say them out loud. You can write a letter or draw a picture if you want to. You can give this to Yvette or Rensché.

## 5.2 Making Your Complaint

- Be brave and try your best
- Its okay to ask for help
- Its okay to ask questions
- You will not be in trouble for speaking up

**Remember: you are trying to do the right thing and help yourself or someone else, or to fix a problem**

## 5.3 Will you keep what I have told you private?

We will keep information private. Sometimes we may need to share certain information with other adults who can sort out the problem.

## 5.4 What will happen next?

- We will listen, write down what you have told us and try to fix it. After we talk with you, we may need to find out more about what happened. We will tell you how long this will take and what will happen next.
- We will let you know when we have finished looking into your complaint and explain what we are going to do.

**Adults will always listen, answer your questions and treat you with respect.**

## 6 REFERENCES

<b>Related Documents</b>	
<b>Links With</b>	<ul style="list-style-type: none"> <li>• Behaviour Management Policy</li> <li>• Bullying Prevention and Management Policy</li> <li>• Child Protection Policy</li> <li>• Duty of Care Policy</li> <li>• Protective Behaviour Policy</li> <li>• Safeguard for Students Policy</li> <li>• Staff Code of Conduct Policy</li> </ul>
<b>Related Legislation</b>	
<b>Appendices</b>	Appendix I: Student Code of Conduct

## 7 APPENDICES

### Appendix I: Student Code of Conduct

## STUDENT CODE OF CONDUCT

### RIGHTS

Everyone has the right to:

- be treated with honesty
- be spoken to and treated with fairness, respect and dignity
- have their personal space respected
- have gender, culture, religion and differences accepted
- be included in school activities
- a safe and clean environment
- have their property treated with care

### RESPONSIBILITIES

Responsibility is being aware of our conduct and being accountable for it.

Everyone has the Responsibility to:

- support the ethos of the School
- be inclusive
- speak to and treat others with fairness, respect and honesty
- respect the personal space of others
- treat their own, the school's and other people's property with care

### GENERAL RULES

- Shoes are to be worn at all times when outside, unless playing in the sandpit.
- Hats are to be worn at all times during outside play in Terms 1 and 4, and at the discretion of teachers in Terms 2 and 3.
- Bicycles, skateboards and scooters are not to be ridden on school grounds during school hours.
- Unacceptable or dangerous behaviours are not tolerated and must be reported to the teacher on duty.
- Children are to play in their designated areas.