



STUDENT CODE OF CONDUCT

Rationale

Presbyterian Ladies' College (College or PLC) aims to provide clear guidelines to all students regarding the conduct expected of them whilst at school, engaging in College related activities or representing the College. Students are expected to uphold the College's core values at all times.

Scope

1. This Code of Conduct applies to all students. The application of this Code of Conduct is not limited to the College campus and school hours. It applies to all school environments and school boarding environments as outlined in the definition section of this Code of Conduct. This includes all online environments. It extends to all activities and events that are school-related and when representing or acting on behalf of the College. The Code of Conduct also requires that student actions do not bring the College into disrepute at any time regardless of whether the action occurs within or outside of school-related activities.
2. For the purposes of this policy, a student of the College shall be considered to be a current student of PLC until they withdraw from the College and are no longer enrolled or (in the case of Year 12 Students) receipt of final results.
3. This Code of Conduct should be read in conjunction with:
 - a) The College's Behaviour Management Policy.
 - b) The General Information section of the College Student Diary, which outlines behavioural guidelines, school rules and expectations.
 - c) If relevant, the Year 11 Handbook or Year 12 Handbook.
 - d) If relevant, the Boarding at PLC Handbook.
4. This Code of Conduct is communicated to the College community via our website.

Policy Statement

Standards of Conduct

5. It is expected that each student will honestly endeavour to abide by all of the College regulations and the directions of teachers and staff, and show respect for all members of the College community. This includes by listening to College staff and being courteous in all interactions.
6. Students are expected to uphold the College's core values at all times and be respectful and supportive of the College's beliefs and values.
7. Students should be constantly aware of their actions and make every endeavour to bring credit on themselves, their parents/guardians and the College. Respectful, kind and thoughtful behaviour should be displayed by students:
 - a) when travelling to and from the College or College-related events;
 - b) during school hours and on College premises; and
 - c) in their life beyond the College environment.

This includes all online activity and telephone communication.



8. Students should behave in a manner that promotes the health, safety and wellbeing of themselves and others. Students must abide by all health and safety rules and procedures operating within all school environments and school boarding environments, while travelling and at any other locations that they may visit.
9. All students are expected to keep their appearance neat and tidy and to wear the College uniform correctly and with pride at all times.
10. Students must show respect for:
 - a) the property of the College, staff, contractors, visitors and other students; and
 - b) school premises, including classrooms and the environment.

Students must not wilfully contribute to the damage or loss of property or the damage of school premises.

11. Students and staff members have the right to feel safe at school. Students must behave with courtesy and consideration for others. Once aware of a situation, the College will respond to any form of bullying or harassment.
12. Students have an obligation to speak up against bullying. If students do not feel safe to address bullying in the moment or engage with other students, they should approach the College who will help address the bullying behaviour.
13. Students must be punctual and attend all of their scheduled classes.
14. To ensure an inclusive College community, English is the language of teaching and learning at PLC. As such, students are expected to communicate in English.
15. Students must complete work set by teachers on time and to the best of their ability.
16. Students are expected to attend the College during school terms. The College may ask a parent for an explanation of absences to ensure care, safety and welfare of students and continuity of learning.

Unacceptable Conduct

Students must not at any time:

17. use language or engage in conduct which is likely to offend, harass, bully, exclude, unfairly discriminate against, or damage the reputation of any student, staff member or visitor, including the use of inappropriate or profane words or gestures and images;
18. engage in any form of cyber bullying, cyber abuse or unethical online behaviour using any electronic or online platform or social media;
19. engage in any form of physical or verbal violence, including fighting, assault or threats of violence;
20. send or post unlawful, inappropriate, violent, harassing, offensive or explicit messages, photos or videos or otherwise any content which is contrary to the values of the College;
21. touch, handle, push or otherwise physically or sexually engage with students or others in a manner which is not appropriate and may endanger the health, safety or wellbeing of that person;
22. engage in behaviour that interrupts the work of any class or hinders teaching and learning opportunities;
23. engage in theft or fraud or misuse the College's resources, brand and intellectual property;
24. copy another person's work without acknowledgement – plagiarism of any form will not be tolerated;
25. copy the work of another student (unless expressly permitted by a College staff member); or;
26. in any school environment or in transit between school environments or between a school environment and home:
 - a) smoke, vape or possess any cigarettes, vapes or electronic cigarettes;



- b) be intoxicated by or possess alcohol; and/or
- c) be under the influence of or possess illicit drugs or harmful substances including misuse of aerosols.

Breaches

27. Breaches of this Code of Conduct will be managed in accordance with the College's Behaviour Management Policy and Suspension and Expulsion Policy.
28. Students are expected to report any cases of unlawful behaviour or behaviour in breach of this Code of Conduct which may have been observed or reported to them. Students should approach a senior staff member to make a report in confidence.

Definitions

School environment means any of the following physical, online or virtual places, used during or outside school hours:

- (a) a campus of the College;
- (b) online or virtual school environments made available or authorised by PLC's governing authority for use by a child or student (including email, intranet systems, software applications, collaboration tools, and online services); and
- (c) other locations provided by the school or through a third-party provider for a child or student to use including, but not limited to, locations used for:
 - (i) camps;
 - (ii) approved homestay accommodation;
 - (iii) delivery of education and training such as registered training organisations, TAFEs, non-school senior secondary providers or another school; or
 - (iv) sporting events, excursions, competitions or other events.

School boarding environment means any physical, online or virtual space made available or authorised by the PLC's governing authority for a child or student boarding at a school boarding premises to use at any time, including:

- (a) online or virtual school boarding environments (including email, intranet systems, software applications, collaboration tools, and online services);
- (b) other locations provided by PLC or through a third-party provider for a child or student to use including, but not limited to, locations used for:
 - (i) camps;
 - (ii) approved homestay accommodation;
 - (iii) delivery of education and training such as registered training organisations, TAFEs, non-school senior secondary providers or another school; or (iv) sporting events, excursions, competitions or other events.

These definitions are in line with Ministerial Order 1359 – Child Safe Standards – Managing the Risk of Child Abuse in Schools and School Boarding Premises

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