



Student Code of Behaviour Policy

1 Rationale

- 1.1 Pymble Ladies' College (the College) is a College of the Uniting Church in Australia and its philosophy is underpinned by five core values which encapsulate the spirit of the College and all it does.
- 1.2 These values are **Care, Courage, Integrity, Respect and Responsibility** and they:
- provide the framework for the manner in which all members of the College community are expected to interact
 - are integral in developing quality relationships
 - define the rights and the corresponding responsibilities for all members of the College community.
- 1.3 They underpin the positive culture and safe, supportive learning environment that support girls to develop into:
- independent thinkers and learners
 - caring, confident, compassionate and resilient young women who contribute to the community
 - engaged citizens who take responsibility for themselves, their learning and their actions.
- 1.4 The purpose of this policy is to outline College expectations and the *Code of Behaviour for Students*.

2 Scope

- 2.1 This Policy applies to all students of the College.

3 Policy

- 3.1 All students are required to behave in accordance with the College philosophy and values as reflected in the College's Student Code of Behaviour (Appendix A).
- 3.2 All students are required to agree to an undertaking to uphold the values and expectations of the College annually.
- 3.3 The parent/guardian of K-6 students are required to agree to an undertaking to support the effort of their daughter in upholding the values and expectations of the College annually.
- 3.4 Consequences invoked for breaches will be appropriate to the circumstances and infringement, including but not limited to, detention, community service, suspension or termination of enrolment and if required by legislation, the involvement of police or other authorities.
- 3.5 This policy is not intended to extend the responsibilities of the College beyond that of the law.

3.6 The College reserves the right to change or modify this policy at any time by notice on the College portal. Students and parents/carers may be informed of changes to this policy in the following ways:

- enrolment process
- Compass Groups, Religious Education and/or PDHPE lessons
- assemblies
- student diaries
- newsletters
- parent information sessions
- College Portal.

4 Responsibility

4.1 Principal

5 Related Documents

5.1 Enrolment Policy

5.2 Anti-Bullying (Students) Policy

5.3 Student Health and Wellbeing Policy

5.4 Student Behaviour Expectation Policy

6 Authorisation

6.1 Principal

6.2 Chair of the Board

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Authorised by	Chair of the Board Principal
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Student Code of Behaviour

1 Background

- 1.1 At Pymble Ladies' College everything we do is underpinned by the religious beliefs of the Uniting Church in Australia and the core values of our College which are: **Care, Courage, Integrity, Respect and Responsibility.**
- 1.2 Our values define our rights and the corresponding reciprocal responsibilities to ourselves and to others in the community.
- 1.3 All members of the College community have the right to:
 - feel safe, physically, socially and psychologically
 - learn, teach and work, free from disruption or distraction
 - be happy, respected, accepted, encouraged, supported and valued
 - have their person, property and privacy cared for and protected
 - be treated fairly and equitably.
- 1.4 Our *Code of Behaviour* is based on these values, the responsibilities which come from our rights, and are demonstrated in the following ways.

2 Care is demonstrated by:

- showing compassion and consideration for all
- treating everyone with respect, fairness and courtesy
- helping and encouraging others
- acting in a safe manner
- treating College property, your own and other people's property with respect and care
- keeping the environment clean and tidy.

3 Courage is demonstrated by:

- meeting the challenges provided in and outside of the classroom to the best of your ability
- standing up for what you believe and reporting incidents which may occur, never condoning bullying, harassment or treating others unfairly
- modelling appropriate behaviour at all times and encouraging others to do the same
- asking questions when you don't understand and voicing opinions appropriately
- demonstrating initiative and leadership
- not participating in unacceptable or unsafe activities and behaviours, even if pressured to do so. Some examples of unacceptable behaviours are bullying, cyber bullying, excluding, smoking, vaping in any form, drinking alcohol, using possessing or supplying illegal drugs, partaking in substance abuse.

4 Integrity is demonstrated by:

- being honest and truthful
- doing the right thing, even when no one is watching
- pursuing what is right.

5 Respect is demonstrated by:

- being thoughtful and co-operating with others
- appreciating the gifts, talents and uniqueness of others
- allowing other students to learn and teachers to teach by not disturbing nor disrupting in class or other activities
- listening to others and responding thoughtfully
- treating people with courtesy, including standing to greet members of staff or visitors when they enter a classroom, opening doors for adults, speaking quietly on public transport
- demonstrating pride in *Pymble* by wearing the uniform correctly and being well groomed
- keeping classrooms and grounds clean, tidy and free from litter
- moving around the College in an orderly and considerate manner
- extending due courtesy to visitors to the College, greeting them politely and offering guidance and assistance
- replying to invitations appropriately by the requested date and writing a letter of thanks after a function or after receiving a gift or prize
- not criticising, ridiculing, belittling, excluding, humiliating or physically harming others.

6 Responsibility is demonstrated by:

- being punctual to classes and activities
- committing yourself fully to your academic, physical, social, emotional and spiritual development
- preparing carefully for and participating to the best of your ability in all classes and activities
- completing all tasks, homework and other work, in a punctual manner
- obeying the College rules and meeting College expectations
- following directions given by staff members, immediately and with good grace
- working cooperatively with staff and others to create a happy, safe, learning place
- owning your own behaviour and actions
- reporting to the nearest teacher any accidents, incidents or damage involving yourself or others
- behaving publicly in ways that reflect positively on yourself, your family and the College, in and out of school uniform.

7 In using technology

7.1 Care is demonstrated by:

- protecting relationships by not sharing / publishing material that could be hurtful or offensive
- considering how our words and actions impact ourselves, the College and the community
- acting in a safe manner to protect ourselves and others.

7.2 Courage is demonstrated by:

- taking action and reporting inappropriate use of technology
- using technology in a way that positively affects our learning
- using technology to promote critical-thinking and problem-solving skills.

7.3 Integrity is demonstrated by:

- maintaining a positive digital footprint and online identity
- harnessing expertise and skills with technology to improve learning, rather than engaging in destructive activities.

7.4 Respect is demonstrated by:

- NEVER bullying, harassing, demeaning or hurting others
- treating College property, our own and other people's, with respect and care
- acknowledging the intellectual property of others and abiding by copyright laws
- collaborating and communicating with others in a way that is respectful of the *Student Code of Behaviour*.

7.5 Responsibility is demonstrated by:

- recognising that the College has the authority to log, monitor and restrict services, to help you become a responsible digital citizen
- protecting your digital identity by never sharing usernames and passwords.

8 Breaches

8.1 Any breach of the *Student Code of Behaviour* will be assessed on an individual basis taking into account the age and maturity of the student, the full circumstances of the incident, the level of seriousness of the breach and her general attitude and progress.

8.2 The consequences imposed may vary from a warning or detention to suspension or termination of enrolment and may, if required by law, include reporting to the Police or other external authorities.

8.3 The College considers the use, possession, sharing, providing, selling or being under the influence of any drugs, tobacco, vaping or e-cigarettes, alcohol or related paraphernalia, by a student, on campus, on school excursions, travelling to or from school or an excursion, at school functions or anywhere a student is in uniform or could bring the College's reputation in dispute, as a serious breach of the *Code of Behaviour*.

Undertaking by Students

I, _____ undertake to strive to do my best to uphold the values and expectations of Pymble Ladies' College in all that I say and do.

I understand that consequences will be invoked for breaches and depending on the seriousness of the breach, may include detention, community service, suspension or termination of enrolment and may, if required by legislation, the involvement of police or other authorities.

Signature of Student _____ Date _____

Undertaking by Parent/Guardian of Students (K-6)

I, _____ undertake to support my daughter's efforts in upholding the values and expectations of Pymble Ladies' College.

I understand that consequences will be invoked for breaches and depending on the seriousness of the breach, may include detention, community service, suspension or termination of enrolment and may, if required by legislation, the involvement of police or other authorities.

Signature of Parent/Guardian _____ Date _____