



## Code of Conduct

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**Approved by Governing Council:** 9th September 2021

### College Expectations & Responsibilities

At Hamilton Secondary College every person should expect to be able to work and learn in a safe, caring and orderly environment which is success orientated and free from physical, verbal, emotional and cyber harassment.

To achieve this outcome, the following behaviour expectations and responsibilities (which were drawn up in consultation with parents, students and staff) are expected of the College community.

- *Be caring and considerate in your dealings with others, as well as face-to-face and indirectly, including by social media.*
- *Care for and respect the property of others.*
- *Use appropriate language at all times. Swearing or using offensive language is not tolerated.*
- *Be prompt to class, come prepared and be actively involved in the learning process.*
- *Have no involvement with cigarettes, alcohol or any other drugs. They must not be brought to the College.*
- *Not to use social media via phones, internet or any electronic devices to bully or harass others.*

We believe that students exercise choice about their behaviour and are therefore responsible for their behaviour and the consequences of it.

The values underpinning these expectations are based on mutual respect, self-discipline, shared responsibility and cooperation:

“No person shall act towards or speak to any other person in a manner, or engage in any other conduct which threatens, disparages, vilifies or insults another person (the person vilified) on any basis, including but not limited to a person’s race, religion, colour, descent or national or ethnic origin, special ability/disability or sexual orientation, preference or identity.” *Department for Education code of Conduct policy 2021.*

**My behaviour should always be based on respect for others and myself and be appropriate to the situation. I do not have the right to prevent others from learning.**

### Constructive Discipline

The College believes that ‘no child has the right to prevent others from learning’ and the best form of discipline is self-discipline.

We believe that students exercise choice about their behaviour and are therefore responsible for their behaviour and the consequences of it. Our goal is to develop a form of behaviour management which respects the dignity of each individual and helps build each person into a responsible adult.

If conduct of a disruptive nature becomes evident, the teacher will endeavour to solve the problem through discussion rather than confrontation. If misconduct continues, the teacher will involve the year level coordinator or a member of the leadership team.

In cases of persistent inappropriate class room behaviour, students are sent to the Behaviour Management Room (BMR) for the remainder of that lesson. Parents may be advised via a phone call or email.

Students will be treated with courtesy and consideration and the teachers will be treated similarly by the students. It is our aim to instil in all students the qualities of politeness, tolerance and civility. Very strong action, eg. suspension and/or suspension pending exclusion will be taken against students who are deliberately rude, disobedient, using offensive language towards staff members, and are preventing other students from learning. This is done in accordance with the Department for Education School Discipline Policy Guidelines.