



## PRINCE ALFRED COLLEGE

### 3.2 Student Code of Conduct

Prepared by:	Heads of School
Approved by:	The Executive Team
Approval Date:	This policy was ratified by the College Executive Team in January 2025
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#### 1. Purpose

- 1.1 The College aims to support each individual student, academically and behaviourally and expects students to take responsibility for their actions. We encourage students to be socially responsible and committed to building a better and kinder world through a partnership with the school community, teachers and parents/guardians, tutors and coaches. We believe that it is important to build positive relationships with and between students, based on mutual respect, trust and kindness.
- 1.2 Prince Alfred Collegel (PAC) has established the following defining values to inform the principles underpinning the Student Code of Conduct.  
  
Respect - We respect ourselves, those around us and our environments.  
  
Excellence - We achieve our personal best in everything we do.  
  
Belonging - We ensure every member of our school community feels welcome and connected.  
  
Endeavour - We are curious, courageous and will rise to a challenge.
- 1.3 To assist in facilitating a supportive, positive and affirming environment, it is important to set and enforce expectations, both academic and behavioural. This Code of Conduct provides a clear statement of the College's expectations of its students and should be viewed as an essential component of student wellbeing. It should be read in conjunction with the College's Student Wellbeing Policy, Student Behaviour Management and Sanctions Policy, Student Attendance Policy, Student ICT Acceptable Use Policy and Drugs, Smoking and Alcohol Policy.

- 1.4 The purpose of this Code of Conduct is to:
- a) specify the College's requirements for:
    - (i). the general and academic conduct of students;
    - (ii). facilitating active student engagement in learning and the wider College community;
    - (iii). the behaviour of students participating in co-curricular activities; and
    - (iv). the behaviour of students travelling on school or public transport; make clear that the College may take disciplinary action, including suspension or expulsion, against students who breach this Code of Conduct.
  - b) promote the College's values and ensure these are reflected and supported in every student.

## **2. Application**

- 2.1 This Code of Conduct applies to students, for the welfare and benefit of students, staff, parents, guardians, carers, volunteers, other members of the College community and members of the public.
- 2.2 The application of this code applies not only within the College's grounds and on school days but also extends beyond them covering student behaviour in any setting, including where students are:
- a) At any College related activity (including for example camps, events, excursions, incursions, retreats, sport, Red and White and awards nights);
  - b) Representing the College, including when off campus, or in a digital environment;
  - c) Travelling to and from the College, as well as to and from off-site activities;
  - d) Wearing the PAC uniform; and
  - e) Otherwise engaging in behaviour that, in the College's reasonable opinion, may adversely affect student health and safety, student relationships, staff health and safety, staff-student relationships, student interactions with community members, or the College's values or reputation.

### 3. General requirements

- 3.1 Students must behave in a manner that demonstrates respect for, and promotes the values of the College. This includes:
- a) upholding the College's values at all times;
  - b) assuming responsibility for personal safety and the safety of others;
  - c) conducting oneself in a manner that does not endanger the health, safety and wellbeing of themselves or others;
  - d) being polite, helpful, cooperative and considerate of, and respectful towards, members of the public, including when in transit to and from the College;
  - e) demonstrating respect and courtesy towards students at the College and from other schools;
  - f) wearing the correct uniform on the correct day, in the correct way;
  - g) wearing the full school uniform when in public, with (tie and blazer in winter) and polished shoes;
  - h) being clean shaven and keeping hair tidy - neither excessively short or long, and not hanging over the eyes, ears or collar (coloured hair is not permitted);
  - i) respecting and caring for the property of the College and others; and
  - j) engaging in thoughtful and respectful dialogue with peers and teachers, and consistently demonstrating their best effort in both academic and co-curricular activities.
- 3.2 Students must not on College premises, at College functions, excursions, tours, or camps, when representing the College, when wearing the College uniform, or in transit to and from College or in any other context in their role as a PAC student.
- a) possess or consume alcohol;
  - b) possess or use illegal drugs or drug paraphernalia;
  - c) possess or smoke vapes or cigarettes;
  - d) possess or use any device (such as e-cigarettes) that is designed to generate or release an aerosol or vapour (whether containing nicotine, another drug or no drug at all) by electronic means, for inhalation by its user in a manner that replicates, or produces an experience similar to smoking;
  - e) improper use of prescription drugs; and
  - f) sell or provide drugs (including prescription drugs), vapes or cigarettes.

#### **4. Academic requirements**

- 4.1 Students must behave responsibly and demonstrate a commitment to learning. This includes:
- a) attending school on the first day of term, and remaining in regular attendance until the end of classes on the last day of term;
  - b) being punctual, and arriving in class with the required materials and equipment (including technology);
  - c) engaging in all learning tasks to the best of one's ability;
  - d) acting ethically and honestly in the preparation and submission of all assessments, including assignments, tests and examinations;
  - e) avoiding any activity or behaviour that would unfairly advantage or disadvantage another student academically; and
  - f) ensuring that their personal actions do not impede the learning of other students.

#### **5. Academic Review and Probation (Secondary School)**

- 5.1 A student may be placed on an academic review or probation status by either the relevant Head of Years or Director of Teaching and Learning if concerns arise regarding their approach to learning progress.
- 5.2 The following are examples of triggers that place a student on academic probation:
- a) unsatisfactory attendance, or poor attendance patterns;
  - b) a history of late submission of subject assessment;
  - c) low level of participation in class;
  - d) receiving a fail grade in all subjects for a semester;
  - e) a pattern of failing grades and poor effort and approach to learning; and
  - f) advice from a member of the teaching staff regarding concerns for a student.
- 5.3 Students placed on Academic Probation will be required to periodically meet with the Director of Teaching and Learning and to discuss their progress, identify problems and plan for improving results. They may also be required to attend sessions with the Learning Support team for an agreed period and/or program. A student's enrolment at the College will be reviewed if necessary improvements are not made.

## **6. Sport and co-curricular requirements**

- 6.1 Students participating in College co-curricular activities are expected to attend all required training sessions, unless a valid reason is provided.
- 6.2 Students participating in College co-curricular activities must:
  - a) be courteous to the coach and tutors,
  - b) follow instructions and contribute to a positive team ethos; and
  - c) demonstrate a high level of sportsmanship and respect for the opposing team and their supporters.
- 6.3 Students who commit to co-curricular activities (eg music, drama production, debating and chess,) are expected to attend all required sessions, unless a valid reason is provided.
- 6.4 Students must prioritise representation of the College ahead of other external co-curricular commitments.

## **7. Transport requirement**

- 7.1 When travelling on school or public transport, students must act with courtesy, restraint and common sense.
- 7.2 Students should allow adults to board and alight first and should not block or impede commuter's movements through thoroughfares. Students are expected to give up their seats for adults or those who experience disability.
- 7.3 Students should not place feet or bags on seats or in doorways and should keep noise to a minimum.

## **8. Disciplinary action**

- 8.1 The College may take disciplinary action against any student who breaches this Code of Conduct, including suspension or expulsion under the College's Behaviour Management and Sanctions Policy, as amended or replaced from time to time.
- 8.2 The College may require any student who breaches this Code of Conduct to attend counselling, or to participate in a behaviour management process in accordance with the College's Student Wellbeing Policy, as amended or replaced from time to time.