



At school, you have a fundamental right to feel and be safe. You should talk to a staff member in the school who you feel comfortable with if this is not the case. It does not matter how big or small you perceive the problem to be. You can approach any teacher, your tutor or Head of House. You can also talk to a more senior member of staff, for example the Deputy Principal, Head of Preparatory School or the Principal.

This Code of Conduct gives students notice of general conduct which is prohibited. It is not an exhaustive list of misconduct. Students will be held accountable for their misconduct and any misconduct may be subject to disciplinary action by the School as stated in the School's Managing Student Behaviour Policy.

Our school is committed to ensuring a respectful learning environment that is safe, positive and supportive for all students. This Student Code of Conduct applies to all students regarding the conduct expected of them whilst at school, engaging in school related activities or representing the School. Students are expected to uphold the School's **core values** at all times. The code also requires that student actions do not bring the School into disrepute at any time regardless of whether the action occurs within or outside of school activities.

The School believes that the only discipline of real significance is that which the individual imposes upon himself. This Code of Conduct aims to make each student aware of the value of self-control, orderliness and the need to cultivate a sense of responsibility for his own conduct and for the larger community of which he is part.

## 1. Common sense

Every student should be thoughtful and considerate of others and use his common sense.

## 2. Respect

(a) Students are expected to behave ethically and respectfully in all dealings with CCGS Staff and members of the wider community. Students are expected to act in a way that respects the rights, differences and welfare of all members of the School community, and not harass or discriminate against other students or staff

(b) Students are expected to obey a direction given by a school staff member unless the student deems the direction to be unsafe

(c) Act and work co-operatively with other students and teachers

## 3. Meetings and other obligations

It is the responsibility of each student to keep himself informed of matters published in the Daily Bulletin, on notice boards via the Nexus Learning Management System. If a student has any conflicting obligations he must see that he is excused beforehand from those he cannot meet.

## 4. Safety

(a) Sensible behaviour is expected within and around buildings at all times

(b) The climbing of trees and buildings in the school grounds is forbidden

- (c) The riding of bicycles in the school grounds is forbidden between 8.00am and 4.00pm. At other times bicycles may be ridden with care along the road and recognised pathways. Students riding bicycles must wear an approved bicycle helmet and lock their bikes securely in the racks provided
- (d) No missile of any kind may be thrown or projected
- (e) No knives, weapons, explosive materials, fireworks, dangerous chemical, biological agents or other dangerous items may be brought into the school grounds
- (f) At recess and lunch, sports and games cannot involve activity that forces a boy to the ground (ie. tackling, wrestling, bumping). Hard balls are not to be used (ie. cricket and hockey balls)
- (g) Do not enter a classroom, workshop or gymnasium, etc unless accompanied by a teacher
- (h) Do not run in corridors, through doorways, along verandas and balconies, or up and down stairs
- (i) Do not do anything which may endanger the physical or mental health, safety or wellbeing of any person

## 5. Disrupting and harmful behaviour

Students must not:

- (a) Disrupt or hinder any school activities
- (b) Do anything that may bring the School into disrepute including making or publishing false or misleading statements relating to the School, school staff or other students
- (c) Physically touch, bully or sexually engage with students or others in a manner which is not appropriate and may endanger the health, safety and wellbeing of that person
- (d) Engage in any form of physical or verbal violence including fighting, assault or threats of violence
- (e) Engage in any form of cyber bullying or cyber abuse
- (f) Send inappropriate, offensive or explicit text messages, photos or videos
- (g) Incite, persuade, conspire with or assist any other person to engage in misconduct
- (h) Attempt or threaten to do anything which is misconduct
- (i) Be party to any cover-up of misconduct or the destruction, concealment, alteration or withholding any evidence of misconduct or otherwise conceal the identity or whereabouts of any person who is alleged to have engaged in misconduct
- (j) Publish or display material which could be understood by a reasonable person as indicating that someone intends to engage in misconduct

## 6. Dishonesty

Do not engage in any dishonest behaviour including by:

- (a) stealing or taking or using without permission any property of any person or possessing property which is stolen or taken without permission
- (b) using or providing false or misleading documentation or information for the purpose of obtaining a benefit or advantage for any person
- (c) Plagiarism – you must not present anyone else’s work as if it were yours

## 7. Breach of rights

Do not:

- (a) Cause physical or emotional harm to any person or bully any person
- (b) Engage in violent or threatening behaviour including using threatening or abusive language
- (c) Conduct yourself in an offensive manner or use offensive language when:
  - on or near, or within view or hearing from School premises
  - engaged in School activities or
  - in School uniform
- (d) Use language or conduct which is likely to offend, harass, bully or unfairly discriminate against any student, teacher, contractor or visitor
- (e) Use inappropriate or profane words or gestures and images

## 8. Mobile phones and other electronic devices

The following 'common sense' rules are in place to educate you in the use of and management of your phone and other devices.

- (a) Students are expected to comply with the School's [ICT acceptable use and electronic communications policy](#) for students.
- (b) If they are brought to and kept at school their use is entirely at their owner's risk. The School cannot accept **any** responsibility for theft, loss, or damage
- (c) Mobile phones **should be kept in lockers NOT on their person between 8.25am and 3.05pm**
- (d) During the school day **no ear buds should be seen** outside of specialist rooms where teachers are allowing them to be worn. **NB.** At the discretion of individual teachers, as part of the learning environment, **playing of music and videos may be appropriate** from ipads and surface pro devices. This also applies to senior private study classes
- (e) Students are not to move around the school campus with their IT devices open and supplied protective covers must be kept on the device at all times
- (f) IT devices are **not to be used at recess**. Use during lunchtime their use is limited to the library and IT Centre

All students should note that if a teacher asks for the student's phone during the school day, due to its improper use, it is important to **respectfully hand the phone or device** to the staff member. The phone will be passed to your HOH who will have the responsibility for negotiating its return

## 9. Smoking, drinking, drugs

- (a) The possession, consumption or distribution of alcohol by any student or being under its influence on school property or at any school function or activity is forbidden
- (b) Illicit drugs (depressants, stimulants and hallucinogens) are forbidden and the School will take strict disciplinary action concerning any individual within its jurisdiction who sells, helps sell, helps obtain, possesses, consumes or is under the influence of any of these. The same restriction applies to the improper use of solvents. The police will be informed of any breaches of the law. Illicit drugs are illegal and in no way condoned by the School

(c) Smoking and consuming alcohol is not permitted on school grounds, in transit between school and home or otherwise while wearing school uniform, or at any activity or event which is sanctioned by the School, or where the School maintains a duty of care

#### 10. Motor vehicles

(a) A student may drive a car or ride a motorcycle/scooter to and from school if he has the written permission of the Head of Senior School. (The *Application to Drive a vehicle/scooter/motorbike to School* form is available from the Executive Assistant to the Head of Senior School in Administration.) Permission is only given for the school year in which the application was made

(b) Students are strictly forbidden to drive other students in their cars, to or from school, without the written permission of the parents of both driver and passengers (drivers of vehicles must ensure they have student passengers names listed on their *Application for Permission to take Passengers in a Vehicle* form with the appropriate signatures before taking them in their car). This form is available from the Executive Assistant to the Head of Senior School in Administration. Permission is only given for the school year in which the application was made

(c) Students are not permitted to use any vehicle between the 8.30am and 3.05pm. However, if a student must use their vehicle during school hours for a private reason, a note of parental consent for that particular circumstance must be provided to the student's Head of House prior to the student using their vehicle for that reason.

(d) Students are not permitted to drive other students between school and other school events/commitments (including sports training) and visa versa. This applies even if written parental permission has been obtained for the student to drive other students. The School provides buses to and from Queenslea Drive for school events and sport training for students to use

(e) The school does not have space available for student parking. Consequently no student is permitted to park their vehicle on school grounds

#### 11. Bounds

(a) No Years 7 to 11 students may leave the school grounds between arrival at school and the end of school commitments for the day without permission from his Head of House. Year 12 students who have a "free" period may sign the leave book outside the School Marshall's office and go to the Claremont shopping precinct

(b) Boarding Houses are out of bounds at all times to day students

#### 12. Thoroughfares

(a) Students should walk along pathways rather than across grassed areas or carparks. Particular care should be taken of the banks around the ovals

#### 13. Classrooms

(a) No student should enter any teaching room unless given permission by a member of staff

(b) Respect the learning needs of all students. No student shall interfere with the learning environment of others

(c) Students are to arrive punctually to tutorial and to class with the correct books and equipment

(d) Unreasonable lateness between classes must be covered by a note from the previous teacher

(d) If a teacher has not arrived at a class ten minutes after the scheduled commencement time then one student must go to the Studies Office so that arrangements can be made to find a replacement teacher

(e) Students shall not leave the school grounds during the day, except on official school excursions, unless they have parental permission and have signed out

#### 14. Sport

(a) All students participating in sport at the School are expected to abide by the [PSA Code of Conduct](#)

(b) Attend all training sessions and matches as required. If you are unable to attend, it is important that you provide adequate notice to your manager/coach

#### 15. School uniform

Christ Church Grammar School expects high standards of uniform at all times. Students are required to wear the uniform as outlined in the [Student Presentation and Uniforms](#) guidelines. Students must maintain neat appearance with the understanding that they are representatives of the School when dressed in uniform

#### 16. Food

(a) Food may not be taken into any teaching area without permission, similarly on the ovals at recess and lunchtimes

(b) Food scraps, food wrappers and food containers should be placed along with other litter in the bins provided

(c) Chewing gum is forbidden

#### 17. Property

Do not:

(a) Damage, destroy, endanger, vandalise, put at risk, pollute or obstruct any school property or any property of any member of the school staff

(b) Enter, occupy, use or interfere with any school property or enable any other person to do so, without authorisation from the School

(c) Steal or misuse school resources or fraudulently use school resources

#### 18. Media

No student may take part in any media interview or broadcast in which the name of the School is mentioned, other than those officially sanctioned by the School

#### 19. Appeals

If a student has a grievance about the interpretation of a rule he must feel free to discuss it with his Tutor, Head of House, pastoral staff member or School Prefect

#### 20. Breaches of the Student Code

If a student has concerns with regard to another student breaching the Code of Conduct, they should approach their Tutor or Head of House to discuss the issue as soon as possible

#### 21. Consequences for breaching the Student Code

Breaches to the Student Code of Conduct will result in disciplinary action at the discretion of the Principal or their delegate. Their decision is final. Disciplinary action may include, but is not limited to, detentions, suspensions or termination of enrolment.

Christ Church Grammar School explicitly **forbids** the use of any form of **child abuse, corporal punishment or other degrading punishment**. You have a fundamental right to feel and be safe. If this is not the case, you should talk to a staff member in the school who you feel comfortable with. See below for definitions of these terms.

## Definitions

### Child abuse:

Four forms of child abuse are covered by WA law:

- (a) Physical abuse occurs when a child is severely and/or persistently hurt or injured by an adult or a child's caregiver
- (b) Sexual abuse, in relation to a child, includes sexual behaviour in circumstances where:
  - (i) the child is the subject of bribery, coercion, a threat, exploitation or violence;
  - (ii) the child has less power than another person involved in the behaviour; or
  - (iii) there is a significant disparity in the developmental function or maturity of the child and another person involved in the behaviour.
- (c) Emotional abuse includes:
  - (i) psychological abuse; and
  - (ii) being exposed to an act of family and domestic violence.
- (d) Neglect includes failure by a child's parents to provide, arrange or allow the provision of:
  - (i) adequate care for the child; or
  - (ii) effective medical, therapeutic or remedial treatment for the child.

### Corporal punishment:

Any punishment in which physical force is used and intended to cause some degree of pain or discomfort, however light; typically involving hitting the child with the hand or with an implement; can also include, for example, forcing the child to stay in an uncomfortable position. It does not include the use of reasonable physical restraint to protect the child or others from harm. *(From UN Committee on the Rights of the Child, General Comment No.8 (2006), paragraphs 11 and 15: CRC/C/GC/8, 2 March 2007.*

### Degrading punishment:

Any punishment which is incompatible with respect for human dignity, including corporal punishment and non-physical punishment which belittles, humiliates, denigrates, scapegoats, threatens, scares or ridicules the child. *(From UN Committee on the Rights of the Child, General Comment No 8 (2006), paragraphs 11 and 16: CRC/C/GC/8, 2 March 2007).*