



PLC Student Code of Conduct

1. Rationale

- 1.1 Presbyterian Ladies' College 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.

2. Scope

- 2.1 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, as defined in Section 6 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.
- 2.2 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.
- 2.3 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*.
- 2.4 This Code of Conduct is communicated to the College community via our website.

3. Standards of conduct

- 3.1 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.
- 3.2 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.
- 3.3 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 when travelling to and from the College or College-related events, during school and in their life beyond the College environment. This includes all online activity and telephone communication.
- 3.4 Students should behave in a manner that promotes the health, safety and wellbeing of themselves or others. Students must abide by all health and safety rules and procedures operating within all school environments, and while travelling, and at any other locations which the student may visit.

- 3.5 All students are expected to keep their appearance neat and tidy, and to wear the College uniform correctly and with pride at all times.
- 3.6 Our College standards require cleanliness and tidiness in the classrooms and around the grounds, and the kind of behaviour that does not inconvenience or injure other members of the College. Respect and care must be shown for College property and the property of staff, contractors, visitors and other students.
- 3.7 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.
- 3.8 Students must be punctual and attend all of their scheduled classes.
- 3.9 To achieve an inclusive College community, English is the language of teaching and learning at PLC. As such, students are expected to communicate in English.
- 3.10 Students must complete work set by teachers on time, and to the best of their ability.

Unacceptable Conduct

- 3.11 Unacceptable conduct includes, but is not limited to the following instances:
 - (a) Language or 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.
 - (b) Any form of cyber bullying, cyber abuse or unethical online behaviour.
 - (c) Any form of physical or verbal violence including fighting, assault or threats of violence.
 - (d) Sending or posting inappropriate, offensive or explicit messages, photos or videos.
 - (e) Touching, handling, pushing or otherwise physically or sexually engaging with students or others in a manner which is not appropriate and may endanger the health, safety or wellbeing of that person.
 - (f) Unacceptable attendance levels.
 - (g) Behaviour which interrupts the work of any class or hinders teaching and learning opportunities.
 - (h) Theft, fraud or misuse of College resources, brand and intellectual property.
 - (i) Copying another person's work without acknowledgement. Plagiarism of any form will not be tolerated.
 - (j) Smoking or consuming alcohol or illicit drugs, being in possession of cigarettes, alcohol or illicit drugs, or being under the influence of alcohol, illicit drugs or other substances harmful to health in any school environment or in transit between school environments or between a school environment and home.

4. Breaches

- 4.1 Breaches of this Code of Conduct will be managed in accordance with the College's Behaviour Management Policy and Suspension and Expulsion Policy, available on the College website.

4.2 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.

5. Definitions

Term	Definition
School environment	means any physical or virtual place made available or authorised by the College Council for use by a child during or outside school hours, including: <ul style="list-style-type: none">(a) a campus of the school;(b) online school environments (including email and intranet systems); and(c) other locations provided by the College for a child's use (including, without limitation, locations used for school camps, sporting events, excursions, competitions, and other events). <p><i>This definition is in line with Ministerial Order 870 – Child Safe Standards – Managing the risk of child abuse in schools.</i></p>

Date: 18 June 2019

Approved: Principal

Review Date: June 2020