

# St Columba's School Bayswater



## STUDENT CODE OF CONDUCT

### VISION STATEMENT

St Columba's Primary School aims to foster the total development of each individual, within a loving community, that is totally committed to supporting the Catholic faith, principles and ideals within the framework of the Mercy Values.

We strive:

- To promote and live the Mercy Values of Mercy, Justice, Service, Compassion and Excellence;
  - To foster children's faith in Christ so that they are able to become more like Jesus;
- To provide a loving environment in which each individual's dignity, as God's creation, is respected and developed;
- To affirm, respect and develop the individuality and God-given gifts of each child, staff member and school community member;
- To provide opportunities for each individual to develop to their full potential - spiritually, academically, physically, socially, culturally and emotionally;
- To develop a community in which each individual is encouraged to promote relationships between parents, school and community;
  - To promote social justice, encouraging our community to maximise opportunities to contribute to the common good;
- To grow and develop as a Faith-filled community for the benefit of each individual and the wider community;

**To Grow in Faith, to Seek Wisdom, to Live in Peace.**

### **Purpose**

The purpose of the Code of Conduct is to describe minimum standards of conduct in all behaviour and decision making to ensure the safety and well-being of students.

### **Application**

The Code applies to staff, students, volunteers, parents and guardians as applicable. The term 'parents' includes guardians.

### **RATIONALE:**

- All members have a right to feel proud of our school and our Catholic faith.
- All members of the school community have a right to be treated courteously and respectfully at all times.
- All members have a right to work in a clean, safe environment.
- All students have a right to learn.
- All teachers have a right to teach.

## **Conduct Statements**

1. You act safely and competently.
2. You give priority to students' safety and well-being in all your behaviour and decision making.
3. You act in accordance with the values of the Gospel as defined in the Code of Ethical Conduct.
4. You conduct yourself in accordance with laws, agreements, policies and standards relevant to your relationship with the school community.
5. You respect the dignity, culture, values and beliefs of each member of the school community.
6. You treat personal information about members of the school community as private and confidential.
7. You give impartial, honest and accurate information about the education, safety and well-being of students.
8. You support all members of the school community in making informed decisions about students.
9. You promote and preserve the trust and privilege inherent in your relationship with all members of the school community.
10. You maintain and build on the community's trust and confidence in Catholic schools and the Church.
11. You act reflectively and ethically.
12. You allow students to have a voice in their education, safety and well-being.

## **Procedure for a student complaint:**

1. Student can report to the Principal or Assistant Principal (verbal)
2. Student can report to a parent. Parent then makes contact with the classroom teacher, or with school leadership, Assistant Principal or Principal.
3. All complaints are investigated at the Principal level.
4. Conversations held with both the student and the staff member to ascertain details.
5. Follow-up with parents.

## **SPEECH**

- Address each other by correct name.
- Remember to use manners ('please', 'thank you' and 'excuse me') with everyone
- Allow others to have a conversation without interrupting.
- Unpleasant language and name-calling are not welcome at St Columba's School.
- Accept correction without answering back, pulling faces or other inappropriate actions.

## **IN THE CLASSROOM**

- Enter a classroom only when a teacher is present.
- When the bell goes, be ready for class and your learning tasks.
- All children are to be mindful of the class rules.
- High standards of presentation of bookwork.

- Raise your hand when you need to address the class.
- Listen and accept differences of opinion when sharing ideas.
- Respect your own property, that of others, and of the school.
- Have your own stationery.
- Keep hands, feet and objects to yourself while in and out of the classroom.

### **OUTSIDE THE CLASSROOM**

- Eat, drink and play in designated areas.
- Any forms of bullying are not accepted.
- Obey the rules of the area i.e. outside the classroom, playground, church, bus and public areas and assembly.
- Be considerate of others when moving around the school.
- No running on paved areas.
- Take pride in yourself and school by wearing the full uniform correctly.
- Be considerate of the adults, peers and others younger than you.
- Show good sportsmanship by congratulating others who have succeeded.
- Complete set homework.

### **PARENTS CAN HELP CHILDREN BY:**

- *Ensuring your child arrives at school prior to the school bell.*
- *Ensuring your child has the stationery required for their learning at school.*
- *Respect the staff, parents and children within St Columba's School.*

### **TAKING AN ACTIVE INTEREST**

- in your child's social and spiritual life.
- In your child completing set homework tasks.
- by listening to your child and ask them about their day.
- by reading all school communication.

### **BUILDING THEIR SELF CONFIDENCE**

- by valuing them for who they are.
- by recognising and affirming their strengths.
- by helping them accept differences in self and others.
- by encouraging and accepting that disappointment is a part of our growth.

### **ENCOURAGING APPROPRIATE RESPONSES**

- by encouraging prayer as a part of their daily life.
- by discussing the code of conduct policy with them.
- by discussing ways of getting along with others.

### **SETTING AN EXAMPLE**

- make prayer and worship a meaningful part of living.
- use appropriate language and behaviour.
- use problem solving skills with the children.
- be firm and fair when setting limits in behaviour.
- be consistent in your discipline of children.

### **BEING ALERT FOR SIGNS OF DISTRESS**

- unwilling to attend school.
- damaged or loss of personal items
- uncharacteristic mood changes, lowered confidence.