

STUDENT CODE OF CONDUCT

Junior School

Rationale

Casey Grammar School is committed to ensuring a respectful learning environment that is safe, positive and supportive for all students of the School.

It is the intention of Casey Grammar School to provide clear guidelines 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.

Application

This Code applies to all Casey Grammar School students.

The application of this Code is not limited to the school's site and operating hours. It extends to all activities and events that are school-related, including when students are:

- on school grounds;
- at any School-related activity (including camps, excursions, retreats and sport);
- travelling to and from school or a school-related activity;
- wearing school uniform;
- under the school's legal duty of care;
- engaging in behaviour which in the reasonable opinion of the school may affect student health and safety, student relationships, staff health and safety, staff-student relationships, or the reputation of the School.

Definition of a 'student'

For the purposes of this Code, a 'Student' of Casey Grammar School shall be considered to be a currently enrolled student (regardless of any leave of absence or suspension that may be in effect). In the case of Year 12 students, they are considered to be enrolled until the day after the completion of their final exam.

Definition of 'drugs and alcohol'

For the purposes of this Code, 'drugs and alcohol' includes tobacco, cigarettes or e-cigarettes, drugs, alcohol and alcoholic substances (including any beverage or product with a labelled percentage of alcohol measurement), or any other illegal, illicit or harmful substances, and related paraphernalia.

However, this Code does not take issue with a student accessing, possessing and using over-the-counter prescription medication in accordance with that student's medical advice.

Conduct and bearing of all students

It is expected that every student will:

- uphold the School's core values of Compassion, Integrity, Inclusion, Respect & Excellence at all times;
- behave in a manner that does not endanger the health, safety and wellbeing of themselves or others;

- abide by all health and safety rules and procedures operating within the school and other locations at which the students may visit;
- ensure that their actions do not bring the school into disrepute;
- uphold the reputation of the school by observing an appropriate standard of behaviour in transit to and from the school and when wearing School uniform;
- respect the authority of members of staff and observe school rules as required;
- strictly adhere to the School's policies and procedures as required;
- be respectful and supportive of the School's beliefs and values;
- behave with courtesy, consideration and respect for others. In particular, students must refrain from all forms of bullying, discrimination and sexual harassment. See also: Anti-bullying Policy – Students;
- refrain from behaviour which would interrupt the work of any class or hinder the learning opportunities of other students;
- refrain from activities, conduct or communication that would reasonably be seen to undermine the reputation of the School (including activities on social media);
- respect School property and the property of staff, contractors, visitors and other students;
- be punctual and attend all classes;
- remain in the school grounds during the school day unless otherwise approved by the applicable Head of House, Head of Year 7 or Head of Senior School;
- complete work set by teachers promptly and to the best of their ability and to take full advantage of the educational opportunities offered at the school;
- dress neatly and with due regard for health, hygiene and safety in accordance with the school's uniform requirements;
- not bring onto school grounds, possess, store, sell or supply drugs and alcohol (with the exception that a student may possess and use over-the-counter and prescription medication in line with that student's medical advice);
- not use or be under the influence of drugs and alcohol (excluding over-the-counter and prescription medication taken by a student in line with that student's medical advice);
- refrain from using external food delivery services.

Unacceptable conduct

Unacceptable conduct includes, but is not limited to:

- 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 and wellbeing of that person;
- any form of physical or verbal violence including fighting, assault or threats of violence;
- any form of cyber bullying or cyber abuse;
- sending inappropriate, offensive or explicit text messages, photos or videos;
- gambling of any form (both on-line gambling and in person) at School, in connection with the School or whilst wearing the School uniform;
- disrespectful language or conduct (including language or conduct which is likely to offend, harass, bully or unfairly discriminate against any student, staff member, contractor or visitor);
- theft, fraud or misuse of School resources;
- the use of inappropriate or profane words or gestures and images;

- unacceptable class attendance levels;
- plagiarism of any type;

Reporting

- It is expected that all students will report any cases to a teacher or senior staff member (in confidence) of unlawful behaviour or behaviour in breach of this Code which may have been observed or reported to them.
- Students are encouraged to be upstanders. In this day and age, it is no longer acceptable to be a bystander to unacceptable behaviour. In this regard, the standard you walk by is the standard you accept. Accordingly, bystanders to a breach of this Code may also be subject to disciplinary action.

Searches of school or student property

Where staff form a reasonable suspicion that a student has breached this Code (or another aspect of the School's codes of conduct, policies, procedures, rules and values), staff may search the student's bag, desk, locker, or other item or location as requested (including bathrooms).

The School reminds students that lockers and bathrooms are the property of the School and that the School reserves the right to inspect these locations when there is a concern that the School's standards are not being followed, or about a staff member or student's health or wellbeing. This includes a concern that a student is in possession or under the influence of alcohol or drugs.

If a student is asked to empty their pockets, or to allow staff to search property and declines or refuses, the School will take the refusal into consideration when determining whether a breach of this Code has occurred (and the consequences which should follow).

Staff will conduct any searches in accordance with the School's expectations and where appropriate, will keep the student's parents informed.

Breach & disciplinary action

Students who are found to have breached this Code (or any other aspect of the school's codes of conduct, policies, procedures, rules and values) may be subject to disciplinary action as deemed appropriate in the circumstances.

The School reserves the right to make findings that a student has acted in breach of this Code (or any other aspect of the School's codes of conduct, policies, procedures, rules and values), notwithstanding that there may be no physical evidence available. In making such findings, the school will have regard to the principles of procedural fairness and will make findings based on the available evidence and balance of probabilities.

Appropriate action will include an adaptive change process and can also include pastoral, educational or disciplinary response.

When deciding the appropriate consequence, regard will be given the nature of breach, the age of the student and other relevant aggravating and mitigating circumstances.

The school must fulfil its obligations under law, which in respect of certain breaches of this Code (particularly those relating to drugs and alcohol) may enliven the School's reporting obligations – including to the police and other regulatory bodies as required.

Suspension and Expulsion

Suspension or expulsion may occur as a consequence of multiple breaches, or a serious breach of this Code (or any other aspect of the School's codes of conduct, policies, procedures, rules, or values).

Decisions about whether a breach is serious, and whether to expel a student, are at the absolute discretion of the Principal.

Suspensions and expulsion will be considered in accordance with the principles of procedural fairness. This means:

An unbiased decision-maker.

Allowing the student a reasonable opportunity to respond to the School's concerns.

- Writing to the student's parent(s) to state the reason(s) that the student may be suspended or expelled and providing the parent(s) with an opportunity to respond.

Interim measures

Should the School form concern that a student has breached this Code (or any other aspect of the School's codes of conduct, policies, procedures, rules or values), or about a student's health and wellbeing, or the health and wellbeing of other students or staff, the School has discretion to implement interim measures it considers appropriate in the circumstances.

This may include a decision to summarily suspend a student whilst the school investigates, and/or to implement an agreed strategy about how the student is to return to School following a suspension or period of remote learning.

In deciding on the course of action to be taken, consideration will also be given to the School's legal responsibilities and reporting obligations.

Related policies

Child Safe Policy

Bullying Prevention and Intervention Policy

Internet Access Acceptable Use Policy (Primary and Secondary)

CGS Mobile Phone Policy

CGS School Uniform Guidelines

[Click here to view the related policies](#)