



# STUDENT CODE OF CONDUCT



## VISION & MISSION

### **VISION**

*To positively transform lives, in our school, in Jesus' name.*

Transformation is in every aspect of life. HillSide seeks to develop, grow and foster positive outcomes for all students. This is based on the person of Jesus, who guides and supports His people.

### **MISSION**

*HillSide's purpose is to provide high quality, affordable Christian education for K-12 students in the local community and to provide opportunity for families to learn in a peaceful, Christ-centred environment, where there is meaning and security.*

*"He has shown you, O man, what is good. And what does the Lord require of you? To act justly and to love mercy and to walk humbly with your God." Micah 6:8*

Mission is based on the following principles:

#### **Respect**

- Respect for God – recognising that HillSide is a Christian school and actively being supportive of this environment. God's name, His character and His Word need to be positively respected. It is the first commandment;
- Respect for others – Jesus said: "Love your neighbour as yourself" (Mark 12:31). This means that we care about the welfare of others and not just ourselves;
- Respect for self – each person is created in God's image and has worth. Each student will be encouraged to believe this and show care for themselves.

#### **Righteousness**

- Right from wrong – the Bible provides a blueprint for life. It is a guide for each person. It is a willing choice to follow Jesus daily and do good;
- HillSide practises *Protective Behaviours* and *Child Protection* to ensure the welfare of all students. We provide a *Child Safe* environment;
- Obeying God first – we obey and please God because He is our maker and judge.

#### **Quality Education**

- The College strives to create a positive learning environment;
- Students are learners and will be supported;
- Teachers are free to teach and be supported;
- We are all life-long learners and problem-solvers;
- Education will occur without undue disruption or poor behaviour.



### Grace, Mercy, Care and Compassion

- Jesus is the ultimate model of grace, care, mercy and compassion. We follow His lead;
- Caring, mercy and compassion are Christian virtues that are embedded into our school culture;
- We will go the extra mile to support each other;
- We look for opportunities to practise these virtues in every day life.

### Fairness, Justice and Integrity

- We provide a “fair-go” for everyone;
- We are honest in our dealings and words;
- We seek truth as a higher calling;
- We encourage transparency and do not encourage hidden agendas.

### Wisdom

- “to knowledge, add wisdom” is the College’s motto;
- Human knowledge is not the ultimate guide, rather Godly principles and teaching is to be sought;
- We speak well of others and refrain from gossip and judgement;
- Using discretion, patience and self-discipline are character traits that improve success.



## STUDENTS’ RIGHTS & RESPONSIBILITIES

HillSide Christian College can only operate effectively if certain rules, procedures and guidelines are in place. The Enrolment Contract provides the basis on which every student is enrolled. Therefore, College policy must be followed by students. Students do have rights, as well as responsibilities. These are set out below:

Students have the right to:	Students have the responsibility to:
Learn in a positive and supportive environment without unnecessary disruption.	Allow others to learn, be diligent in their own studies, and not disrupt classes.
Hold Christian beliefs and practise these.	Respect other view points and be tolerant.
Show their character and personality within the parameters of the behaviour management policy.	Follow all College policies proactively.
Respectfully voice their opinions, be heard, and engage in decision-making.	Listen to and respect other students, staff and stakeholders.
Be physically, emotionally, socially and spiritually safe.	Practise Protective Behaviours and make healthy lifestyle choices in order to stay safe.
Enjoy their own personal space and boundaries.	Respect the privacy and boundaries of other people. Respect the word “No”.
Be treated courteously and respectfully.	Treat others courteously and respectfully and follow staff’s instructions.
Report all forms of child abuse, including sexual abuse.	Not to bully, harass or abuse peers or others at the College.



Work in a clean and effective environment and have personal property respected.	Contribute to a clean environment and respect student, staff and College property.
Work in a safe and healthy physical environment.	Behave in a manner that ensures the safety of everyone, including oneself.
Reach their potential and receive assistance when needed.	Participate fully in the educational programme, including bringing all required materials to class.
Respect for their privacy and human dignity, including fair treatment.	Respect, protect and support the rights of others, including privacy and human dignity.
Be free from all types of abuse, harassment, illegal discrimination or harm.	Act in a fair and reasonable manner to others ensuring no bullying, harassment or illegal discrimination.
Make a legitimate complaint and have this investigated and acted upon.	Support the complaint process and not hinder it.
Seek help and receive support if they are subjected to abuse or mistreatment.	Support victims and complainants.
To have fair access to programmes, resources and support structures.	To honour the Christian beliefs and values of the College.
To participate fully in the life of the College.	Allow others to participate fully in the life of the College.
Support from within the College community.	Support the College's ethos, policies and procedures.

## MINIMUM STANDARDS OF BEHAVIOUR

Expected student behaviours are outlined below.

### Enrolment Contract

Enrolment at the College is subject to the following terms and conditions, as they relate to student behaviour:

- That students share fully in the life and programme of the College;
- Students should attend College on each designated school day, except for absences authorised by the Principal, or in cases of illness;
- Students are required to be courteous, respectful, friendly and dignified in their behaviour at all times;
- Students are also required to demonstrate a high level of commitment, diligence and participation in the learning process. Each student is expected to do their best;
- That students should wear appropriate school uniform as determined by the College;
- Follow the discipline policy;
- Students fully support the Christian ethos of the College and participate in Devotion, Chapel, Christian curriculum, and any other Religious activity that the College may deem necessary.

### Examples of proactive, positive behaviours to practise

- Follow all College policies.
- Actively participate in the learning process and do your best.
- Take responsibility for your own actions and commit to improvement.
- Demonstrate positive behaviour habits in the class and playground.
- Follow staff's instructions, and follow class and school rules at all times.



- Complete all required work, including assessments, tasks and in-class activities.
- Demonstrate responsible and safe behaviour. Keep safe at all times.
- Be punctual and attend all classes as scheduled.
- Remain on the College property when at school, unless permitted by the Principal to leave the site.
- Attend all internal and external College events, such as the awards nights, carnivals, camps and excursions.
- Show good manners – use “please”, “thank you”, wait your turn, and be kind.
- Treat all College staff, other students and visitors to the College with courtesy, tolerance and respect.
- Follow all legal requirements. Do what you know is correct and right.
- Use polite and respectful language at all times. “G” rated language only.
- Try to be encouraging and positive towards yourself and others.
- Respect the privacy of others by not sharing personal information, photos or videos without their consent or agreement.
- Respect College property, your own property and the property of staff and other students.
- Demonstrate excellent behaviour when travelling to and from school, and when wearing College uniform.
- Practise e-Safety and Protective Behaviours.
- Dress properly and neatly, as per the uniform policy, and wear the College uniform with pride at all times.

### **Examples of negative behaviours which are not acceptable**

- Bullying, harassment or illegal discrimination.
- Refusal to follow a fair and legal instruction from a staff member.
- Bringing the College into disrepute by your actions either in or out of school.
- Plagiarising material and presenting it as your own.
- Cyber bullying or abusive online behaviour.
- Showing romantic physical touch and other signs of affection that distract from the learning environment.
- Physically touching, bullying, or sexually engaging with students or others in a manner that is not appropriate or might cause harm or injury.
- Physical or verbal abuse or violence including fighting, assault or threats.
- Misuse of social media and electronic devices, including sending, receiving or having possession of abusive, inappropriate, pornographic or degrading material.
- Swearing or using inappropriate language or gestures.
- Bringing, or possessing, alcohol, cigarettes, or illegal drugs at the College, or at a school event.
- Being inside any building or classroom without a supervising teacher.
- Doing anything which may harm the physical or mental health, safety or wellbeing of any person.
- Damaging, stealing or misuse of any College property or the property of other students or staff.



- Entering, using or interfering with any College property, or enabling any other person to do so, without authorisation.



## SCHOOL POLICY FRAMEWORK

All students are required to follow this *Student Code of Conduct*. Students also need to be aware that all College policies are to be followed. These policies are accessible on SEQTA LEARN. Some important examples that are relevant to students are:

- Assessment and Reporting Policy;
- Behaviour Management Policy;
- Child Protection Policy;
- Complaints Management Policy;
- Enrolment Policy;
- Staff Code of Conduct;
- Uniform Policy.

If you are unsure about what is the right thing to do in any circumstance, you are encouraged to ask advice from a teacher. This *Student Code of Conduct* is a summary and guide for general use.



## COMPLAINTS & BREACHES

Any breach of the *Student Code of Conduct* may be reported. Students are encouraged to report any serious or concerning breach of this Code. Student complaints will be investigated and taken seriously. The College has an extensive *Complaints Management Policy* which is available on SEQTA LEARN for further specific details.

A complaint can be made either verbally, in writing or by electronic means. In the first instance, you should seek to resolve the complaint face-to-face. However, for serious or intimidating complaints, please go directly to a Deputy Principal, Mr. Turton [kim.turton@hillside.wa.edu.au](mailto:kim.turton@hillside.wa.edu.au) or Mrs. Marr [rebecca.marr@hillside.wa.edu.au](mailto:rebecca.marr@hillside.wa.edu.au). Alternatively, you can go to the Principal, Mr. Lamont [stephen.lamont@hillside.wa.edu.au](mailto:stephen.lamont@hillside.wa.edu.au). You may also go to a College Chaplain or trusted staff member if you do not feel you can report your complaint to a Deputy or to the Principal [chaplaincy@hillside.wa.edu.au](mailto:chaplaincy@hillside.wa.edu.au).



## **REPORTING BEHAVIOUR**

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If you are concerned about the health, safety and wellbeing of another student, please speak with your Form or Class Teacher in the first instance. A report or complaint can be made either verbally, in writing or by electronic means. If your concern is serious or you need to tell another person, you may go directly to a Deputy Principal, Mr. Turton [kim.turton@hillside.wa.edu.au](mailto:kim.turton@hillside.wa.edu.au), or Mrs. Marr [rebecca.marr@hillside.wa.edu.au](mailto:rebecca.marr@hillside.wa.edu.au), or alternatively to the Principal, Mr. Lamont [stephen.lamont@hillside.wa.edu.au](mailto:stephen.lamont@hillside.wa.edu.au). You may also go to a College Chaplain or trusted staff member if you do not feel you can report your complaint to a Deputy or to the Principal [chaplaincy@hillside.wa.edu.au](mailto:chaplaincy@hillside.wa.edu.au).

## **CHILD ABUSE & GROOMING**

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HillSide Christian College is a Child-Safe school, which is committed to preventing all forms of abuse and grooming and to protecting children. Abuse can include sexual, physical, emotional and neglect. All students participate in Protective Behaviours' training, which helps them recognise abuse, and how to get help. It also builds a trust network.

Any student who experiences abuse, or knows that abuse is occurring, is encouraged to tell someone. Students are able to speak with their trusted network of people. Students can also speak with our Chaplains, teachers, Deputy Principals or Principal. If you are concerned about your safety, or the safety of another person, please communicate with someone.

Support is also available through [Kids Help Line](https://www.kidshelpline.org.au) 1800 551 800 after hours.

## **DISCIPLINE**

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The *Student Code of Conduct* sets out the minimum behaviour requirements for students. The College's *Behaviour Management Policy* outlines the consequences for poor behavioural choices. Breaching the *Student Code of Conduct* can result in disciplinary measures, even suspension or expulsion in serious cases. Students need to understand that serious breaches such as violence, drug offences, stealing, intentional property damage, vandalism and/or illegal activities, may result in termination of enrolment (expulsion).

Discipline is conducted through a fair and just process as outlined in the *Behaviour Management Policy*.

Any illegal action may result in a report being made to the Police, and/or the Department of Family and Children's Services (DPFS).

## **UNACCEPTABLE DISCIPLINE**

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HillSide Christian College explicitly forbids the use of any form of child abuse, corporal punishment or other degrading punishment. Any unacceptable discipline can be reported to a Deputy Principal, Chaplain or the Principal, as described in the sections above.



## STUDENT CODE OF CONDUCT

# My Student Rights



I have the right to learn in a positive and supportive place without unnecessary interruption.



I have the right to have Christian beliefs and practise these.



I have the right to show character and personality with the boundaries of HillSide's Behaviour Management Policy.



I have the right to respectfully voice my opinions, be heard and be involved in decision making.



I have the right to be safe physically, emotionally, socially and spiritually.



I have the right to have my own personal space and boundaries and have them respected.

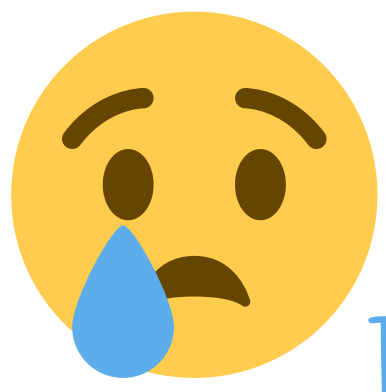


I have the right to be treated with courtesy and respect.



I have the right to report any form of abuse and be free from all forms of abuse, harassment, illegal discrimination or harm.





# Do you have a serious or intimidating complaint?

Talk to a Deputy Principal, the Principal, a Chaplain or trusted staff member.  
You can do this by talking, in writing or by an email. We are here to help.



I have the right to make a legitimate complaint, have it investigated and acted upon.



I have the right to work in a clean, effective place and space and have my personal property respected.



I have the right to work in a safe and healthy place and space.



I have the right to reach my full potential and be given assistance when I need it.



I have the right for my privacy and human dignity to be respected and to be treated fairly.



I have the right to seek help and receive support if I am being abused or mistreated.



I have the right to have fair access to programmes, resources and support.



I have the right to participate fully in the life of the College.



I have the right to support from within our College Community.





## STUDENT CODE OF CONDUCT

### My Responsibilities



It is my responsibility to be a good learner, to be diligent in my own study and to not disrupt others or a class.



It is my responsibility to respect others' point of view and to be tolerant of others.



It is my responsibility to actively follow all the College policies.



It is my responsibility to listen to others and respect other students, staff and College community members.



It is my responsibility to practise Protective Behaviours and make healthy lifestyle choices to keep myself safe.



It is my responsibility to respect the privacy and boundaries of other people. I must respect the word "No."



It is my responsibility to treat others with courtesy and respect and to follow staff's instructions.



It is my responsibility to not bully, harass or abuse anyone at HillSide and to respect, protect and support the rights of others, including privacy and human dignity.

# With rights, come responsibilities!



Love the Lord your God with all your heart and with all your soul and with all your mind and with all your strength... Love your neighbour as yourself. There is no commandment greater than these.



It is my responsibility to keep the school environment clean and respect student, staff and College property.



It is my responsibility to behave in a way that keeps others and myself safe.



It is my responsibility to participate fully in all activities and to bring all my materials to my lessons.



It is my responsibility act fairly and reasonably to prevent bullying, harassment or illegal discrimination.



It is my responsibility to be supportive of HillSide's complaint processes and not hinder it.



It is my responsibility to support those who have legitimate complaints and those who are victims.



It is my responsibility to honour and uphold the Christian beliefs and values of HillSide Christian College.



It is my responsibility to allow others to participate fully in the life of the College.



It is my responsibility to support the College's ethos, policies and procedures.