SCHOOL STUDENT CODE OF CONDUCT

Ratification Date: RNS Board 01/09/2021	Next Review: **By 1 July 2022** or after an event or changes to the minimum standards as advised by the VRQA	Availability:		Actions: Students to be made aware of this Code of Conduct
		Web	**X**	
		Office	**X**	
		On Request	**X**	

The following Code of Conduct is found in the Student handbook and each student signs up to this following in class explanations. The purpose is to educate students about safety at school and how to form respectful relationships in life. Additionally VCAL Personal Development Units 1&2 have units of work on how to solve problems, group cohesion and communication which deals with expected standards of respectful behaviour.

RNS STUDENT AGREEMENT: EXPECTED BEHAVIOUR AND ATTITUDE

At the RNS Program we believe all students should have a positive learning experience.

Code of conduct:

To participate in River Nile School (RNS) programs, we ask that you respect other participants, students, the staff and volunteers, the resources (books, facilities and equipment), and the rules or procedures of the programs or activities as commutated by you. Before commencing at RNS, students will participate in an orientation and assessment with one of the teachers, the Welfare and Wellbeing Coordinator or Principal. During this orientation students will be provided with information of the policies and procedures followed by RNS and its staff and students. Including and extending to the following areas; the classroom, childcare room, lunch room and RNS amenities. After completing your orientation and assessment, you will receive a personalised timetable that is suited to your learning needs and availability and a copy of RNS Student Agreement and ICT Acceptable Use Agreement, which you will read through with your teacher or the Welfare Director.

You have the right:

- To learn, train or participate in a safe environment;
- To be treated with respect;
- To receive appropriate support; and
- To be welcomed and supported by RNS staff and volunteers.

Your responsibilities are to:

- Commit to attending the weekly session times allocated to you;
- Tell a staff member or phone the RNS office if you cannot come on a particular day;
- Treat others with respect, be friendly and welcoming;
- Observe RNS's rules or procedures as communicated to you;
- Register in the Attendance Book when you arrive each day;
- Take care of RNS resources (books, facilities and equipment);
- Return books, resources, equipment and furniture to the place it belongs;
- Clean up after yourself (e.g. if you use dishes, cups, utensils etc.)
- Not take anything without asking; and
- Approach RNS staff if you have any issues.

Medical consideration

Please **DO NOT** attend classes nor bring children into RNS if you or your children are unwell.

If you or your children have had vomiting or diarrhoea, please do not attend RNS classes until you or your children have been well for >24 hours.

Be considerate e.g.:

- Only take a small share of basic food supplies, leave enough for others;
- If your child is in childcare, you need to be in class
- The childcare room is for children and childcare educators; only mothers who have been asked to stay with their children should be in their during class times
- RNS is a safe space for our students, staff and volunteers. If a friend arrives, please ask them to sign in a wait at the entrance for you to be ready.

IT IS EXPECTED THAT THE RNS PROGRAM WILL:
- Provide a supportive, stimulating and effective learning environment that empowers students to reach their potential;
- Provide high quality learning experiences that are in accordance with good quality learning and teaching practice;
- Provide a physical learning environment, facilities and student focused services to support students to succeed at their studies;
- Provide accurate, timely and useful information to students in relation to their study, enrolment, policies, services and processes;
- Provide an environment free from discrimination and harassment;
- Provide timely and constructive feedback on assessment recognising it as a valuable part of the learning process;
- Provide fair, transparent and efficient complaints, grievances and appeals procedures;
- Provide a clear statement of acceptable academic behavior by students;
- Treat personal information confidentially and ensure it is only released with the student's consent or when legally required;
- Expect that all staff demonstrate a commitment to the ethical values of honesty, trust, fairness, respect and responsibility;
- Respect individual student needs and abilities including recognition of previous and current learning experiences.

IT IS EXPECTED THAT STUDENTS WILL:
- Engage actively with the educational experiences of the RNS Program;
- Be fully committed to their own learning including taking responsibility for monitoring their own progress;
- Respect the diversity of all students and staff and support an environment free from discrimination and harassment;
- Acknowledge and demonstrate a commitment to the ethical values of honesty, trust, fairness and responsibility including treating other students with respect;
- Respect all RNS Program staff, property and facilities;
- Provide honest and constructive feedback about their academic programs and participate in the continuous quality assurance processes of the Fresh Program;

- Acquaint themselves with RNS Program policies and procedures and adhere to the expectations of the Program as they apply to students;
- **Take responsibility for meeting reasonable attendance requirements.**

PROGRAM NORMS

A safe, supportive learning environment is vital if students are to collaborate and learn effectively with others. At RNS this learning environment is established through the development of program norms. The establishments of program culture and expectations enable individual accountability for learning and for group members to be supportive of the learning of others. The program norms are developed by students and staff focusing on the themes of respect, responsibility and resilience. Program norms support our Student Agreement.

Examples of norms include:

- I will respect other people's personal space, personal belongings and their opinions and their right to learn
- I will respect the learning environment and all the resources that are provided to me
- I will not engage in behaviour which may threaten, offend or cause damage to the physical or emotional wellbeing of other people in this organisation's community
- I will call staff to let them know if I am running late or will be away
- I will stick to class times and break times. If I am late I will not disrupt the class but join in quietly
- Under no circumstances will I bring weapons to school
- I will have my mobile phone on silent while instructors are teaching and will not communicate on my phone during class time without the approval of my instructors
- I will always do my best to participate in the programs that are part of my curriculum.

RNS staff play an important role in modelling and participating in the development of program culture and expectation. Teachers actively participate in developing program norms while modelling the thinking, social, communication skills vital to participating in cooperative learning environments.

EVALUATION:

This Code of Conduct will be formally reviewed by Nile River School every three (3) years.