Student Code of Conduct

Overview:
• The code of conduct for students at Torquay College Prep to 6 has been formulated within and is consistent with Department of Education and Early Childhood Development (DEECD) guidelines and regulations.
• Students are best prepared for learning when they are healthy, safe and happy.
• All children need care and support as they grow towards adulthood.
• Student Welfare at Torquay College aims at providing all students with a safe, secure environment that will best nurture their development academically, socially, emotionally and physically. Student Welfare at Torquay College operates within a ‘whole school approach’ and provides support through both prevention and intervention strategies, to ensure the wellbeing of all students:
  o to provide an environment to strengthen student’s ability to cope, build resilience and reduce risk.
  o to provide support services and support programs where necessary.
• The Code of Conduct encourages students to be responsible for the outcome of their own actions and to accept the consequences of their own behaviour.
• The Code of Conduct needs to be read in partnership with the Anti Bullying policy.

Rights and Responsibilities:
So that everyone in our school community can work and play together in a happy, friendly and productive way there are certain rights and responsibilities we all need to follow and use. These are based on our three school values of Friendship, Doing your Best and Respect. The Tribes social education program agreements of Attentive Listening, Appreciations, Personal Best and Mutual Respect further compliment our values.

Responsibilities of Children:
• to allow others to learn and play without interference.
• to act so that no harm comes to self or to others.
• to observe school rules.
• to maintain personal hygiene and cleanliness.
• to accept others as individuals with differing backgrounds, personalities and values.
• to contribute to the best of ones ability, in all school activities.
• to treat others with respect.
• to be careful in the use of facilities and equipment.
• to help keep the school clean and attractive.
• to acknowledge the school safety rules in the playground and the classroom.
• to understand and follow the school behaviour management guidelines.
Rights of Children:
- to play and learn happily without interference from others.
- to be accepted as an individual.
- to be treated and spoken to fairly and with respect.
- to have equal access to school facilities and equipment.
- to be provided with a positive and safe learning environment in which your academic, social and physical potential can be fully developed.

Classroom Rules:
Each class develops a classroom set of agreements and expectations at the beginning of the year based on the three school values – Respect, Doing your Best and Friendship. These are displayed in the classroom and written in the homework diary.

School Rules:
- Bicycles, roller blades, scooters, and skateboards are not to be ridden in the school grounds or across the crossings. Safety gear is essential.
- The crossing supervisor and the crossing rules must be obeyed at all times.
- Respect for the ground includes making sure the bushes and trees are not damaged.
- The car parking areas are out of bounds to all children.
- Conflict issues in the yard are to be taken to the Yard Duty teacher.
- All children playing outside in the sun are to wear a hat in Terms 1 & 4 and between the hours of 8.30 am and 3.00 pm.
- Litter must be placed in the bins provided and where possible children are expected to bring a rubbish free lunch and play lunch or take the rubbish home.
- Classroom paper is to be reused and recycled.
- Canteen rules are to be followed including lining up in an orderly way to be served.
- Running around buildings and in covered ways is not allowed.
- All games should be played in designated open spaces.
- Children may not leave the school without permission during school hours.
- Children must be signed out of school by parents if leaving during school hours.
- If late, students must report to the office with a parent and obtain a late pass.
- Food is to be eaten in designated areas.

Recording and Reporting:
Inappropriate behaviour, which contradicts the Code of Conduct, is to be recorded in the Student Welfare Incident book. The class teacher is to be notified. When a child has three entries in this book parents are asked to be part of a support group with a meeting to look at ways of supporting the child and modifying their behaviour.

Time-out:
Where appropriate a student will be placed in Time Out for a period of 15-30 minutes at lunchtime where they will be isolated from their peers. If this is necessary the parents will receive a notice explaining the incident with the requirement that it is signed and returned.

Fast Track Provision:
Serious infringements of the Code of Conduct may require immediate action by the Principal or Assistant Principal who will use their own discretion as to how the behaviour infringement should be managed.