



UNDERDALE HIGH SCHOOL – CODE OF CONDUCT POLICY

This policy is regularly reviewed in consultation with the school community and the Governing Council and is consistent with the Department for Education and Child Development (DECD) School Discipline Policy.

The DECD is accountable to the community for managing student behaviour and for creating safe, orderly, productive and successful learning communities. This policy is based on the following shared principles:

- Underdale High School operates within the context of the wider community and has a responsibility to prepare young people for successful participation in society
- All individuals and groups should be treated with respect at all times
- Behaviour has consequences which impact on learning and can increase or reduce choices
- Individuals must accept responsibility for their own behaviour and the consequences of their actions

Aims

This Code of Conduct Policy aims to ensure a safe and supportive environment for learning and behaviour that reinforces the school values of **Respect, Integrity, Excellence, Responsibility** and **Intercultural Understanding**.

Underdale High School students have the right to receive a quality education in a safe, caring and supportive learning environment. We want to create a school that:

- Has established common agreed standards and expectations of behaviour and procedures that promote Restorative Principles
- Promotes success for all members of the school in terms of positive relationships, learning and teaching
- Provides an opportunity for all students to reach their potential
- Ensures the safety of staff and students
- Promotes student and staff wellbeing,
- Fosters confidence, resilience, responsibility and self-management
- Assists students with accepting responsibility for their decisions and actions
- Promotes integrity, mutual respect, respectful interactions and positive relationships

Therefore our students should expect to :

- Be able to learn without distraction or interference from others
- Work in a safe environment
- Feel safe from harassment, bullying and discrimination
- Be shown respect by their peers and teachers
- Be responsible for their behaviour and achievements
- Use restorative practices to deal with issues/ conflicts



At Underdale High School we regard student behaviour as a learning process with a focus on restorative principles and practices.

Responsibilities of students

We expect students to:

1 Foster a positive learning environment by

- Treating members of the school and wider community with respect
- Respecting the right of teachers to teach and other students to learn
- Being tolerant and considerate of others and respecting their rights and property
- Following instructions
- Being punctual and attending regularly with required work and equipment
- Using class time effectively to complete set work
- Working cooperatively in group work to achieve learning outcomes
- Working to the best of their ability and making the most of every opportunity

2 Contribute to the positive school image and culture

- Behaving in a manner that reflects the school values and behaviour expectations in all school related activities
- Wearing the agreed school uniform
- Remaining on school grounds during school hours unless given permission by parent/ caregiver or the school
- Not possessing or using cigarettes, alcohol, illicit drugs on school grounds or during school related activities
- Not possessing dangerous prohibited items, firearms, weapons on school grounds or during school related activities
- Not being involved in inappropriate activities on school grounds or in public spaces, including vandalism and other anti-social behaviours

3 Maintain a safe and clean school environment

- Ensuring own safety and safety of others
- Contributing to a litter free school environment
- Recycling where appropriate
- Protecting school's garden beds



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Responsibilities of Parents/ Caregivers

When parents/ caregivers enrols their child in Underdale High School they accept responsibility to:

- Ensure that their child attends school, is punctual and that school staff are notified of absences
- Keep school informed of health issues, concerns about behaviour and any other relevant issue
- Comply with DECD and school policies including the Code of Conduct Policy
- Ensure that their child is wearing appropriate school uniform

Responsibilities of teachers

- Ensure consistent implementation of the Student Code of Conduct
- Communicate and interact effectively with students and engage in Restorative Practices to address issues/ conflicts
- Encourage and promote high expectations about learning, achievement and acceptable behaviour for all students
- Work in partnership with parents/ caregivers and Student Services team to enhance learning outcomes and support the wellbeing and behaviour of students
- Respond to parents/ care givers and colleagues in a professional manner
- Document issues related to student behaviour or learning on Daymap
- Plan and deliver an inclusive program that facilitates successful learning for all students
- Provide appropriate feedback about progress to students and parents/ caregivers
- Implement classroom management strategies which
 - involves negotiation
 - supports participation of all students
 - values differences
 - acknowledges positive learning and appropriate social behaviours
 - deals effectively with issues related to bullying and harassment
 - promotes a safe and supportive learning environment

Responsibilities of Student Service and the Administration team

- Ensure the consistent implementation of the Code of Conduct throughout the school
- Enable students to be involved in the management of their behaviour
- Foster positive relationships between parents, teacher and students to support the positive management of student behaviour
- Ensure that student's learning opportunities are maximised in all aspects
- Teach and model effective decision making in groups and promote Student Voice
- Provide opportunities for staff PD in relation to student management
- Involve regional support services and other agencies to support staff and families for the effective management of student behaviour
- Use system level consequences and interagency support programs with students who do not respond to the class and school consequences



Responses to Inappropriate behaviour

Underdale High School expects responsible behaviour from all students. When behaviour is inappropriate consequences are applied that are guided by the principles of Restorative Practices and take into consideration the individual's circumstances, their actions and the needs and rights of other members of the school community. Access to alternative programs and input from other support agencies may be necessary for students who repeatedly fail to meet the school's Code of Conduct.

Responses Chart

Some possible responses by teaching staff, Student Services Team and Administration to inappropriate behaviours are listed below. The following responses are not listed in order and the level of the response will be determined by the nature of the inappropriate behaviour.

Response	Inappropriate student behaviour	Who	How
Yard duty	Lateness to school and class Low level inappropriate behaviour in class Yard incident	All teaching staff Coordinators	yard duty slip
Uniform Notice	Not meeting uniform requirements	All teaching staff	Day Map
Notice of Concern	Unexplained absence from school/ class Persistent lateness to school/ class Non completion of work Work not at a satisfactory standard Poor attitude and work ethic	All teaching staff	Day map
Student Learning plan	Repeated issues with regard to behaviour or progress	Teaching staff in consultation with year level coordinator	Student Learning Plan form
After School detention	Truancy Repeated issues in class Non completion of yard duty Not following Learning Plan	All teaching staff	Detention Slip Parent contact Daymap
Time out for no more than 5 minutes	Low level behaviour	All teaching staff	Student stands outside room for short time
Learning Support Centre Short or longer referral	Repeated behaviour issues in class	All teaching staff	Withdrawal room form Parent contact Daymap
Red Card	Unsafe behaviour Absolute refusal to follow teacher instructions	All teaching staff	Send red card with a student to Front Office
Send to buddy class	Inappropriate low level behaviours that continue after warning	All teaching staff	Teacher sent to buddy class, Daymap
Internal suspension	Related inappropriate behaviours Truancy	Student Services team	Parent contact- phone Letter posted
External suspension	Persistent and wilful inattention Interfered with rights of others Threatened safety / wellbeing of others Acted illegally Threatened good order of the school Violence	Student Services team Admin	Parent contact Letter posted Re entry meeting
Exclusion	According to DECD guidelines	Principal	Parent Contact Letter Meeting
Expulsion	According to DECD guidelines	Principal	Parent Contact Letter Meeting