

Catholic Ladies' College



Student Code of Conduct

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Under the Stewardship of
Mary Aikenhead Ministries



LOVE HOPE COMPASSION JUSTICE



Catholic Ladies' College Ltd

Student Code of Conduct

Catholic Ladies' College (the College, CLC) is a Mary Aikenhead Ministry in the tradition of the Sisters of Charity. We seek to develop in each member of our community a contemporary understanding and application of the charism of Mary Aikenhead, the spirituality of the Sisters of Charity, the mission and vision of Mary Aikenhead Ministries and their values of justice, love, compassion and hope.

In responding to this call the College is a Christ-centred community established to educate, in partnership with parents, women of faith, integrity, individuality and compassion, confident of their own worth as women and wholly involved in the transformation of society.

Catholic Ladies' College is a school which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by Mary Aikenhead Ministries Ltd, (MAM).

The College is one where formation and education are drawn from the wisdom of scripture to lead staff to action and through demonstrated commitment to our Catholic faith by enlivening the Gospel values of justice, hope, compassion and love.

Purpose

To provide clear guidelines to all students regarding the conduct expected of them whilst at the College, engaging in school related activities or representing the College. Students are expected to uphold the College's core values of love, hope, justice and compassion at all times.

Application

This Code applies to all students of the College. The application of this Code is not limited to the College site and College hours. It extends to all activities and events that are school-related and when representing or acting on behalf of the College, including without limitation at all times when wearing the College uniform. The Code also requires that student actions do not bring the College into disrepute at any time regardless of whether the action occurs within or outside of College activities.

Guiding Principles

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

This Code of Conduct is based on the following guiding principles. Everyone at the College and in the College community:

- has the right to be safe
- has the right to be treated with respect and be valued even in diversity
- has the right to participate within a secure school environment without interference, intimidation, harassment, bullying, racism or discrimination
- is required to be respectful, polite, courteous and considerate of others
- has the right to be supported and challenged as ongoing learners.

Definitions

College community: the collective group of individuals and resources that make up the social, academic, educational and cultural environment of the College. The College community is a Christ-centred and a place in which all individuals share the same values, attributes and goals

Cyber: this term refers to anything related to computers, digital technology, networks, and the internet. If something is "cyber," it usually relates to technology and virtual spaces rather than the physical world



Positive Student Behaviour: refers to actions and attitudes that contribute to a respectful, safe, and productive learning environment. It means students acting in ways that help themselves and others learn and feel valued

School/College environment: means any of the following physical, online or virtual places used during or outside regular hours:

- a campus of the school
- online or virtual school environments made available or authorised by the College for use by a child or student (including email, intranet systems, software, applications, collaboration tools and online services)
- other locations provided by the College or through a third-party provider for a child or student to use (including, but not limited to, locations used for school camps, approved homestay accommodation, delivery of education and training, sporting events, excursions, competitions, and other events)

Staff: means an individual working in a school/college environment who is:

- directly engaged or employed by a school governing authority (employee)
- a contracted service provider engaged to perform work for the College
- a minister of religion, a religious leader or an employee or officer of a religious body

Student: means an individual enrolled at the College, including individuals over the age of 18 years

Volunteer: means a person who performs work without remuneration or reward for the College in the school/college environment.

Expected Conduct of All Students

It is expected that every student will:

- uphold the College's core values 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 College and other locations at which the students may visit
- ensure that their actions do not bring the College into disrepute
- respect the authority of members of staff and observe school rules and directions as required
- strictly adhere to all College rules and policies
- behave with courtesy and consideration for others
- report any behaviour of other students that is harmful to other students or to the staff or College
- support other students, or seek help for other students who need assistance or are in a vulnerable situation
- respect school property and the property of staff, including contractors, visitors, volunteers and other students
- be punctual and attend all classes
- remain in the College grounds during the school day unless otherwise approved by the Principal (or delegate)
- 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 College
- dress neatly and with due regard for health, hygiene and safety in accordance with the College's uniform requirements.

Unacceptable conduct of Students

Unacceptable conduct includes, but is not limited to:

- public displays of intimate affection, including hugging, hand holding and kissing. A friendly greeting (a brief hug, pat on the back) is acceptable



- touching, handling, pushing or otherwise physically or sexually engaging with students or others, including staff in a manner which is not appropriate and may endanger the health, safety and wellbeing of that person or any other member of the College community
- any form of physical or verbal violence including fighting, assault or threats of violence, bullying, name calling, racial discrimination or discrimination on grounds of disability, appearance or religion
- any form of cyber bullying or cyber abuse
- theft or misuse of property belonging to students, staff or the College
- creating, publishing or sending inappropriate, offensive or explicit text messages, images or videos
- language or conduct which is likely to offend, harass, bully or unfairly discriminate against any student, staff member (including contractors, visitors and volunteers)
- the use of inappropriate or profane words or gestures and images
- being uncooperative with staff during class or school activities and generally disrupting planned activities.

Supporting Positive Behaviour

The College's *Behaviour Expectation and Classroom Management Policy* is based on a model of Positive Behaviour Support. This is a model that acknowledges the positive behaviour of the majority of students, puts strategies into place to model and specifically teach expected behaviours and targets focussed support (including staged sanctions) for the minority of students that do not embrace positive behaviour.

Breach of Student Code of Conduct

Students who breach this Code of Conduct may be sanctioned by the class teacher, a Year Level Team Leader or a member of the College Executive Team as deemed appropriate given the nature of breach and the age of the student.

In cases of serious and /or persistent breaches of the Student Code of Conduct the College's *Behaviour Expectation and Classroom Management Policy* outlines consequences for student misbehavior.

Related Policies

- CLC Enrolment Policy
- CLC Enrolment Form and Agreement
- CLC Complaints Handling Policy
- CLC Behaviour Expectation and Classroom Management Policy
- CLC Student ICT Agreement

Review Schedule

Stage	Date	Ratified	Ratified by
Initiated	July 2019	July 2019	
Review 1	July 2020	July 2020	
Review 2	July 2021	July 2021	
Review 3	Oct 2022	October 2022	
Review 4	Jan 2026	February 2026	Executive