



# Student Child Safe Program Code of Conduct

Document Classification: Code  
Published Date: 11 August 2023

---

1. Purpose.....	1
2. Source of Obligation .....	1
3. Responsibilities .....	1
4. Oxley Christian College Values.....	1
5. Students' Rights.....	2
6. General Expectations of Students.....	2
7. Staff Assisting with Students' Responsibilities.....	3
8. Consequences for Breaching the Student Code of Conduct.....	4
9. Raising Concerns About Safety .....	5

---

## 1. Purpose

The *Student Child Safe Program Code of Conduct* sets out clear standards of behaviour in line with the Child Safe standards. Oxley Christian College is committed to developing and providing an effective learning environment that recognises and promotes the dignity, rights and responsibilities of everyone. The standards and rules are fairly and consistently applied across the College, utilising a variety of strategies to consult with students.

## 2. Source of Obligation

*Standard 3* of the *Victorian Child Safe Standards* and *Principle 2* of the *National Principles for Child Safe Organisations* require the College to ensure that children and young people are made aware of their rights, including:

- their right to be safe from harm; and
- that they are provided with age-appropriate information about safe and respectful peer relationships.

Ministerial Order 1359 requires Oxley Christian College Council to develop documentation that details the strategies and actions that the College will take to inform children and students about all their rights, including to safety, and to recognise the importance of friendships and encourage support from peers. Our Student Child Safe Program Code of Conduct is one of these strategies.

## 3. Responsibilities

Managing the Student Child Safe Program Code of Conduct is a shared responsibility between students, parents / carers and the College. All students and families have ready access to support offered by teachers, Staff and College Child Safety Officers.

## 4. Oxley Christian College Values

The Student Child Safe Program Code of Conduct is based on a Christian ethos and College values as reflected within the *College Charter as designated by Life Ministry Centre Ltd.*

Oxley Christian College aims to support Christian families in the education and training of their children in a loving and caring environment by reinforcing Biblical values, standards of conduct and ethics including digital ethics so that they will develop as good and Godly citizens with hope and purpose.

As a Christian school, Oxley seeks to base all we do and teach in the College on the values and ideals that are broadly common to Bible-believing Christians. Specifically, the College holds a commitment to all that is true, good and beautiful in the creation and in relationships.

## **5. Students' Rights**

Students have the right to:

- a safe and supportive learning environment;
- be safe, secure and cared for;
- be treated with respect, courtesy and kindness;
- receive assistance;
- be an active part of and contribute positively to the community;
- be treated fairly and justly, and be listened to and experience procedural fairness in times of discipline; and
- have their human rights, and legal rights respected.

## **6. General Expectations of Students**

Students are expected to:

- be loyal to the Christian values and beliefs of the College;
- respect the authority of all College staff and comply with their directions;
- listen to others respectfully;
- take age-appropriate responsibility for their own actions, showing courtesy and consideration for others and their right to privacy;
- respect the property of others and of the College, and use its facilities carefully;
- promote the good reputation of the College through exemplary standards of work and behaviour;
- be well groomed and ensure that all required items of the College uniform are worn correctly and kept clean and presentable;
- undertake all required College activities and strive to perform to the best of their ability;
- be punctual in attendance and submission of work;
- be subject to the consequences of a breach of College standards;
- remain on the College property during school hours;
- report breaches of the student behaviour code to a trusted member of staff;
- grow in resilience, fully participate in their education and ensure parents are informed of their experiences of the College.

Students are expected to refrain from:

- intimidating, threatening, bullying or harassing others;
- bringing and or using prohibited items to the College or its events, such as weapons, drugs, alcohol or tobacco or vapes, or being under the influence of drugs or alcohol;
- littering and works of graffiti;
- swearing, blasphemy, using sexualised, derogatory or offensive language;

- taking images or videos of students or staff, or posting such images on social media;
- disclosing private or personal matters of others in any media or conversation;
- engaging in any overtly sexual behaviour while on site or at a College event offsite;
- acting in any manner and in any place that would by association, bring the College into disrepute.

## 7. Staff Assisting with Students' Responsibilities

For the sake of the students' growth in learning and godliness, teachers are expected to provide their students with clear expectations and train students to respect and submit to the teachers' authority in the following areas:

- a. Listening to the Teacher
  - Teachers should train students to listen respectfully when the teacher or another student is speaking.

This entails:

  - looking at teacher or taking notes when listening;
  - avoiding derisive or sarcastic replies to teachers and peers;
  - carrying out instructions and teachers' directions; and
  - working purposefully without distracting others.
- b. No Mobile Phone Policy (Students)
  - Students must adhere to the College No Mobile Phone Policy (Students). Failing to do so will result in disciplinary action.
- c. Lesson style should suit objectives
  - e.g., if social / interactional skills are a part of lesson objectives then it is appropriate to have students talking and interacting throughout the lesson, but if not, then a quiet, distraction-free classroom is appropriate.
- d. Seating Arrangements in Class
  - Teachers should ensure that the students' seating arrangements are conducive to learning. If a teacher becomes aware that certain combinations of students do not work well together without excessive distraction, the students should be separated and told of the reason for that action.
- e. Courtesy
  - Students must show courtesy to their peers from the other sex and always be respectful of one another.
- f. Communication of Behaviour Expectations
  - Teachers should make their behaviour expectations very clear (e.g., "I want you to work without talking for the rest of this lesson", or "I want you to look at me when I am speaking") and take an action to see that they are obeyed. Continuing warnings indicate a failure to address the problem successfully.
- g. Respect for Property
  - Respect for College furniture and equipment and the property of other people must be insisted upon.
- h. Lining Up for Class
  - Quiet lining-up when waiting for a teacher and orderly movement from class to class is to be expected of all students.

- i. Demeanour, Speech, & Dress
  - Appropriate student demeanour should be insisted upon (i.e. uniform should be worn correctly and be neatly presented; good posture for student health and physical development, should be maintained particularly while seated in class).
  - The courtesy of saying “good morning”, “hello”, etc., to teachers is an important part of the College culture. Teachers should train the students to look at the teacher and make a proper response when addressed.
- j. Tidiness and Orderliness
  - Teachers should insist on tidiness and orderliness in all that students do.
  - Books and items of stationery should be maintained in attractive and functional order.
    - Bookwork should be neat and orderly.
    - Rooms should be left clean, tidy and orderly at the end of a lesson.
    - Students should be reminded of their responsibility to keep rooms, and the yard clean and tidy.
- k. Interpersonal Skills for Relationships
  - Teachers are responsible for the training of students' interpersonal skills and the incumbent attitudes and actions that would lead to developing positive relationships.
- l. Christian relationships are evidenced in:
  - respectful speech to each other - no bad-mouthing and distasteful language;
  - an attitude of compassion, befriending and assistance to ‘socially-challenged’ students;
  - no exclusiveness; and
  - sexual purity evidenced in modest behaviour and speech.

To achieve this training in relationships, teachers will need to present a positive role model, be observant and interventionist, and parents need to support the College endeavours.
- m. Punctuality
  - Students should be ready to start each lesson strictly on time. Teachers must facilitate training in this habit by starting and finishing on time and by disciplining students who do not comply.
- n. Preparation
  - Students should be properly prepared for each block of lessons by bringing the correct equipment. Teachers must facilitate training in this habit by checking student preparation and instructing and disciplining those who do not comply.

## **8. Consequences for Breaching the Student Code of Conduct**

Students are expected to observe and uphold the above rights and responsibilities. Students are expected to abide by the rules and the policies of the College, as well as the lawful and reasonable directions of teachers.

## **9. Raising Concerns About Safety**

If a student has concerns about their safety, or the behaviour of others, it's important that they tell a trusted adult. The College provides all students with information about and encourages them to use multiple pathways to raise child safety concerns about or at the College, including concerns about the behaviour of other students.

- These include informal and formal ways, an 'anonymous' way, and through external child advocacy or child safety organisations.
- Staff are committed to ensuring that all students feel empowered to speak up and be heard and will take all concerns raised by students seriously and ensure that the student receives ongoing support.