



## STUDENT CODE OF CONDUCT

Version 1, Date Approved: June 2023

### 1. INTRODUCTION

1.1. Australian Islamic Centre College (the College) is an Islamic school and parents are expected to support the ethos of the College. Our College community is diverse and we work together with parents/guardians to provide a growth-focused educational setting and guide all students to become responsible citizens, keeping in mind the College motto "Together we strive for continuous growth".

1.2. All our policies and code of conduct are driven by the College vision:

*To be a distinct growth-focused school where all students strive for continuous growth in a caring, empowering, and supportive environment as they achieve their full potential to become future ready, contribute to their community, and have confidence in their Australian-Muslim Identity.*

### 2. Acceptable conduct

2.1. Students are required to:

- (a) Uphold the Islamic ethos of the College.
- (b) Be virtuous and upright members of the College community and broader society.
- (c) Behave in a way which does not compromise the safety and wellbeing of others, reporting any concerns to appropriate staff or the Principal.
- (d) Be kind, accepting and respectful towards others; inclusive towards people who identify as Aboriginal or Torres Strait Islander, children from culturally and/or linguistically diverse backgrounds, children with a disability, and vulnerable children due to their personal circumstances.
- (e) Follow the College rules, policies and procedures as required.
- (f) Listen to and follow teachers' instructions, complete work and homework to the best of one's ability, participate in activities, ask for help or clarification when needed.
- (g) Attend College regularly, be on time for classes and not to leave the College grounds without permission.

- (h) Wear the prescribed College uniform.
- (i) Maintain an appropriate standard of behaviour when traveling to and from the College, and when in College uniform.
- (j) Take care of their own belongings and respect the property of others.
- (k) Take care of and protect College property and equipment, reporting any damage or misuse to teachers in charge.
- (l) Be responsible for and ensure the College campus and classroom environment is kept clean and tidy at all times.
- (m) Avoid both online and offline activities which could damage the College's reputation.

## 2.2. Students must not:

- (a) use violence of any kind at any time;
- (b) interrupt or disrupt a teacher whilst classroom instructions or learning activities are taking place;
- (c) raise their voice when speaking to other Students and staff;
- (d) discipline or reprimand another Student;
- (e) bully or harass Students, staff, contractors, volunteers, and visitors to the School;
- (f) take a photo or video recording of another student unless the parent of the Student is present at the time and consents to the photo or video recording being taken;
- (g) deliberately exclude another Student or treat a Student differently from other Students;
- (h) speak to other Students in a derogatory or offensive manner;
- (i) post a photo or video recording of another Student on social media without consent;
- (j) intimidate, undermine, threaten, bully or harass other Students;
- (k) disclose the personal details of a Student to another person without consent; or
- (l) bring weapons or unsafe, dangerous or inappropriate equipment, materials or tools to the College.

### **3. When using social media**

3.1. Students recognise the potential for damage to be caused, directly or indirectly, to the School and others as a result of their personal use of social media especially in circumstances when they can be identified as a Student of the College.

3.2. When using social media, Students must:

- a) respect a person's personal environment and must not harass other people online;
- b) act with integrity;
- c) not use social media to voice grievances about the College;
- d) make reasonable efforts to ensure that they comply with the
- e) College's Social Media Policy;
- f) be respectful to Students, staff, contractors, volunteers and parents;
- g) not create accounts that hold themselves out to be affiliated with the College;
- h) never reveal confidential information relating to the College, staff members, contractors, volunteers, other parents, and/or Students at the College; and
- i) not post on social media defamatory, offensive, sexually inappropriate, or other material that may damage the reputation of the College.

### **4. Making a complaint**

4.1. Students should report any cases of behaviour in breach of the Student Code of Conduct to a teacher or staff member in confidence.

4.2. When making a complaint to the College, Students are required to act in a manner consistent to the Student Code of Conduct.

4.3. Student is unable to resolve a grievance, he or she may seek resolution through discussion with the Homeroom teacher, Wellbeing Coordinator or the Principal. The first contact point for students will be their Homeroom teacher.

4.4. The College reserves the right to vary disciplinary procedures for a particular misdemeanour by weighing the interests of individual Students against those of the wider College community.

## 5. Consequences of a breach

- 5.1. Any person may notify the Principal or other staff member of a possible breach of the Student Code of Conduct.
- 5.2. The Principal or his delegate will investigate the complaint to determine whether there has been a breach of the Student Code of Conduct or other policy.
- 5.3. If satisfied that a breach has occurred, the Principal or his delegate may implement disciplinary action against the respondent such as a warning, direction to provide an apology, exclusion from extracurricular programs, suspension from the College grounds for a period of time, or termination of enrolment.
- 5.4. The Police or Department of Human and Health Services will be informed of any unlawful breaches of the Student Code of Conduct in accordance with applicable legislation.

### Policy Approval and Review

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| Created date     | June 2023          |
| Approved by      | Principal          |
| Endorsed by      | Board of Directors |
| Endorsed on      | 25 June 2023       |
| Next review date | December 2024      |