



Student Code of Behaviour

**Parents and Teachers please make sure you discuss the contents of this booklet with the students.
It is important that they are familiar with the contents.**

MISSION STATEMENT

Within Sydenham-Hillside Primary School, our mission is to:

- ❖ Deliver a highly effective, innovative and challenging curriculum for all students.
- ❖ Teach using exemplary and innovative practices which reflect the school's Strategic Plan, goals and priorities.
- ❖ Promote a positive, supportive and caring environment where students are acknowledged and encouraged to succeed.
- ❖ Nurture an ongoing commitment to the welfare of our school and its extended community.

STATEMENT OF PRINCIPLE

- ❖ The School Community believes that a school should be a safe, happy and physically attractive environment where students enjoy learning. The family atmosphere of Sydenham-Hillside Primary School will enhance friendships and encourage positive behaviour. To achieve this, students need to act responsibly, be considerate and to have positive expectations of themselves and others.
- ❖ At Sydenham-Hillside Primary School, our Welfare and Discipline policy operates within the Department of Education and Early Childhood Development guidelines and allows for such rights and responsibilities which enable our school to provide an enjoyable, effective and safe learning environment.

We have the **right** to:

- ❖ Feel safe.
- ❖ Be respected and treated fairly.
- ❖ Learn.
- ❖ Explain or express ourselves without fear.

It is our **responsibility** to:

- ❖ Be honest.
- ❖ Be cooperative.
- ❖ Be respectful and not hinder the learning of others.
- ❖ Follow school rules.
- ❖ Demonstrate acceptable behaviour at all times.

To make sure we all benefit from these rights and responsibilities we must know and understand what is expected of our behaviour at school.

OUR SCHOOL RULES AND PROCEDURES

In the Classroom

- ❖ Always listen to our teacher.
- ❖ Try our hardest to finish all work on time.
- ❖ Finish all work to the best of our ability.
- ❖ Follow the rules of our classroom.

In the School Yard

- ❖ If we arrive at school before 8.45am we are to wait in the courtyard, until someone is on yard duty, we do not use the play equipment, as no one is there to care for us.
- ❖ Preferably, play with our own age group (a grade above or below me).
- ❖ Stay inside the boundaries at all times.
- ❖ Play running and ball games away from our courtyard and memorial garden.
- ❖ Play safely, ie no play fighting, tackling or rough games.
- ❖ Care for the safety of others, ie no throwing sticks or stones, no punching, kicking, hitting etc).
- ❖ Care for the feelings of others, ie no verbal abuse, unkind comments, swearing).
- ❖ Play on play equipment for each year level on designated days.

Being Honest, Cooperative and Respectful

- ❖ Care for our own property and other people's property.
- ❖ Ask permission before using the property of others.
- ❖ Always tell the truth.
- ❖ Use language that does not intimidate or hurt others.
- ❖ Solve our disagreements with others in a sensible way.
- ❖ Always return borrowed property.
- ❖ Seek permission from a teacher before entering any building during recess or lunch time.
- ❖ Wear appropriate clothing on out of uniform days, ie no rude words or pictures on t-shirts or jumpers).
- ❖ Practise the concepts of our 'Social Values' program.
- ❖ Consider how our actions affect others.

Being Safe and Healthy

- ❖ Leave large amounts of money at home.
- ❖ Leave dangerous and expensive things at home.
- ❖ Food must not be taken into the toilets.
- ❖ Wash our hands after placing rubbish in the bin or using the toilet.
- ❖ Wear proper footwear, ie no thongs, open toed shoes, or sandals, etc.
- ❖ Use the drink taps sensibly.
- ❖ Wear a broad brimmed, bucket, or legionnaire's hat during Term 1 and 4 while outside.
- ❖ Play safely at all times, ie no swinging on bars outside canteen and toilets, no climbing trees or fences and no playing in the toilets or out of bounds areas.
- ❖ Talk to a teacher if someone makes us feel scared or uncomfortable.
- ❖ If we find something dangerous or unsafe in or around the school, we will tell a teacher.
- ❖ Stay away from High School students.
- ❖ We will not bring any play knives or guns to school.

Being Orderly

- ❖ As soon as the bell goes we line up quickly, quietly and in an orderly manner and all games should stop.
- ❖ Play away from the yellow lines.
- ❖ Walk in pedestrian corridors, outside classrooms and crowded areas.

School Sport

- ❖ We are good sports on and off the field/court and encourage others.
- ❖ Play and watch for enjoyment.
- ❖ Work hard for our team as well as ourselves.
- ❖ Treat all team-mates and opponents as we enjoy being treated ourselves.
- ❖ Obey and play by the rules.
- ❖ Cooperate with umpires, referees and instructors.
- ❖ We are well behaved at all sporting venues.
- ❖ Wear our team or school uniform.

Excursions

- ❖ Attend all our excursions.
- ❖ Be on our best behaviour at all times.
- ❖ Wear school uniform.
- ❖ Cooperate with teachers and parents.

Camp

- ❖ Be on our best behaviour at all times.
- ❖ Cooperate with teachers and parents.
- ❖ Follow the camp rules.
- ❖ Cooperate with each other.
- ❖ Look after the camp grounds and equipment.
- ❖ Bring, and look after all necessary equipment.

Dress Code

- ❖ We must always be appropriately dressed so as to be easily identifiable as a student of Sydenham-Hillside Primary School. Make-up and nail polish are not to be worn. Only one stud or sleeper is allowed in each ear.
- ❖ If we wish to wear, any other jewellery, permission will need to be sought from the Principal. Student's hair is to remain a natural colour with no outlandish hairstyles. No derogatory or foul language on clothing is to be worn.

Library and Computers

- ❖ We may borrow books before and after school from the library.
- ❖ We can use the computer lab on selected lunchtimes under supervision, but no food is allowed in these areas.

Rubbish

- ❖ We always care for school property by putting all rubbish in rubbish bins.
- ❖ If we drop rubbish, the teacher on duty will ask us to pick up the rubbish.
- ❖ We must remember to wash our hands after picking up rubbish.

Food

At Sydenham-Hillside Primary School, we don't bring chewing gum or bubble gum to school. If we bring it to school, we will be asked to put it in the bin. Chips and soft drinks are also discouraged as we practise a 'Healthy Eating' policy.

Bikes – Year 4 to Year 6

If we need to ride a bike to school, we just go to the Principal or Campus Principal and ask for a Bike Agreement. We must follow all the requirements and sign this agreement, which include the compulsory wearing of a helmet. Our parents must also sign the agreement.

We will not ride our bike on school grounds.

Cyber Bullying

- ❖ Cyber bullying refers to bullying through information and communication technologies, mediums such as mobile phone text messages, emails, phone calls, internet chat rooms, and social network websites such as MySpace.
- ❖ Accessing internet accounts that have been allocated to others is strictly prohibited.
- ❖ Sydenham-Hillside Primary School takes cyber bullying seriously. All students are required to complete, submit and abide by our school Internet Acceptable Use Policy.
- ❖ Filming and passing on inappropriate material via a mobile phone or ICT, can be an offence and will be treated seriously by Sydenham-Hillside Primary School.
- ❖ Using a phone to send messages is a common form of cyber bullying and we encourage parents to discuss with their child the importance of discretion when giving others their phone numbers.
- ❖ Using a phone camera to photograph another person at school is strictly prohibited.
- ❖ Inappropriate language or images used or placed on the school intranet, or opened on school computers will result in serious consequences for those students involved.

It is important that parents talk to their children about the legal rights and responsibilities when using technology, both in and out of school hours.

Accidents in the Playground

- ❖ If we have an accident in the playground, the Yard Duty teacher has a bag containing tissues, cotton swabs and bandaids to help us.
- ❖ If we need to go inside for more first aid, the Yard Duty teacher will give us a First Aid card. If we take this to the Sick Bay, the First Aid person will help us and give us a note to take home. We must have this 'first aid' note before going to the sick bay.

Parent Responsibilities

- ❖ Secondary students collecting Sydenham-Hillside students are to wait away from school buildings and obey all school rules.
- ❖ Parents are not to park in the teacher's car park before and after school due to safety concerns.
- ❖ Ensure students follow the Behaviour and Dress Code explained.
- ❖ Check in at reception before entering the school property to obtain a Visitor's Pass.
- ❖ Read through, and explain the Student Code of Conduct booklet with your children or dependents.
- ❖ Be accountable for your child's behaviour.
- ❖ Assist or supervise students with their homework.

Mobile Phone Policy

We discourage students from bringing mobile phones to school. **Students wishing to bring mobile phones to school will be required to complete, submit and abide by our school Mobile Phone Acceptable Use Policy.** The school takes no responsibility for loss or damage to phones. There is no insurance which covers phones. Should they be at school, they must not be used in any manner or place that may be disruptive to the normal routine of the school, or infringe upon the privacy of others. If there is an emergency, the office will contact parents immediately. Phones can only be used before and after school. Phones belonging to students must be handed to the teacher for safe keeping during the school day. Phones with cameras are not to be used at school.

Breaking the Rules

If we break any of the rules, either inside the classroom or in the yard, any of the staff on duty will remind us of the rules, and consequences for our actions. Each teacher develops his or her own classroom plan in conjunction with the students. Students who fail to comply with school rules may have some of these consequences:

- ❖ Be given a warning.
- ❖ Be sent to a supervised time out in another classroom.

- ❖ Receive detention during recess or lunch breaks.
- ❖ Have the behaviour recorded.
- ❖ Have withdrawal of privileges.
- ❖ May have discussions with the class teacher; leading teachers; Campus/Assistant Principal; Principal; and have parents contacted.
- ❖ Have after school detention (parents will be given 24 hours' notice).
- ❖ Students Behaviour Report will be sent home to parents to sign.
- ❖ In the event of extreme and/or recurring breaches of the Behaviour Code, the Principal has the authority to suspend and or expel students in accordance with the Student Discipline Procedures 1994.

Notification of Behaviour

Our parents/guardians will be notified if our teachers are concerned about our behaviour. Significant concerns will be made by phone or letter if appropriate.

IN CONCLUSION PLEASE NOTE

When we are encouraged to feel good about ourselves, we are helped to succeed. By highlighting our good points, we will feel happier about ourselves and so treat each other with fairness.

We understand that when the school rules are followed, there may be little need to use the listed consequences.

Our parents and teachers will show by example and will work cooperatively together to ensure the successful implementation of our Code of Conduct.

GOOD BEHAVIOUR IS REWARDED AND ENJOYED BY ALL!!