

Student Code of Conduct

Students at Parktone Primary School have a right to feel happy, safe and valued. Students have the right to learn without interruption. This policy has been written to help students understand their rights and responsibilities towards each other and their school.

Parktone Primary School's Vision

Our teachers believe:

- There is a prosperous path for every child.
- Each journey is theirs to lead.
- There is a place in which every child can shine.

Parktone's Mission Statement

Identify the talent, develop the confidence and create the leader.

Our teachers believe:

- All children can be leaders because every child has a gift or talent
- It is their mission to discover it in the children and to show it to them
- It is their mission to honour the greatness in every child

Our Habits (7 Habits of Highly Effective People)

We teach and practice these habits every day to improve how we think, talk and behave.

- Be proactive (I'm in charge)
- Begin with the end in mind (Have a plan)
- Put first things first (Work first then play)
- Think 'win-win' (Everyone can win)
- Seek first to understand, then to be understood (Listen before you talk)
- Synergise (Together is better)
- Sharpen the saw (Balance feels best)

Our School Motto

Always Moving Forward

Code of Conduct Classroom Poster

This poster is displayed in classrooms to support our students to conduct themselves in a proactive manner.

In every situation, irrespective of circumstances, I will:

- Be kind and well-mannered;
- Do what I can to help;
- Always try to do my best;
- Stay positive and confident; and
- Be thankful for who and where I am.

Classroom Mission Statements and Codes of Conduct

At the start of each year each grade writes their own statement and code, and displays them in the classroom. The classroom mission statement communicates the students' agreed purpose. The classroom code of conduct declares an agreement on how the students will achieve their mission.

Safe Behaviours

Parktone students have a right to be safe at all times whilst at school. The following are proactive examples for keeping safe:

- Walk inside buildings and when outside walk around the corners of buildings
- Use correct door and gates to enter or exit the school and keep clear of the car park

- Use sports and all other school equipment for its designed purpose e.g. use the bat to hit the ball only
- Stay inside the school grounds at all times and within permitted playing areas

Kindness and Respect

We respect and accept each other's differences, opinions, cultures and beliefs. We seek first to understand then to be understood. We listen before we talk and are polite to each other. We show our respect by inviting and including others in games and activities.

Bullying (see our Anti-Bullying policy via the website)

Bullying is repeated domination, physical or psychological, of a less powerful person by a person or group. Harassment is any verbal, physical or sexual conduct (including gestures) which is uninvited, unwelcome or offensive to a person. Bullying and bullying type behaviours are not tolerated at Parktone Primary. This means that none of the following behaviours are accepted.

Physical Bullying – including fighting or play fighting, pushing, shoving, hitting, tripping, taking or breaking a person's property, knocking a person's books or belongings out of their hands or off their desk, rude gestures or invasion of personal space.

Verbal Bullying – including name calling, offensive language, rude words, put downs said to others directly or behind their backs, picking on or teasing people because of any difference they may have e.g. Race, gender, size or ability etc.

Subtle Bullying – including offensive staring and leering, lying, spreading rumours, playing nasty jokes to embarrass and humiliate someone, writing hurtful notes or graffiti, mimicking, excluding others from a group or encouraging others to exclude.

Cyber Bullying – including use of email, text messages designed to humiliate or distress. At school it is the students' right and responsibility to report bullying and bullying type behaviours whether it happens to them or someone else (a trusted adult like a teacher, parent, family relation/friend).

A student being bullied or harassed may feel:

- Sad
- Anxious
- Depressed
- Low self-esteem
- A failure
- Unhappy about coming to school
- Lonely
- They don't belong

These feelings can last a long time. If students see someone being bullied or harassed and do nothing, they may be part of the problem because they provide an audience for a bully. If students see someone being bullied or harassed, they should immediately report it to a teacher and tell the bully their behaviour is unacceptable.

All our students have a right to:

- Come to school and all classes on time
- Learn in a supported atmosphere
- Stay on task and participate in learning activities
- Follow instructions and complete tasks
- Co-operate with others and help them if they need it
- Take turns to speak and listen to others' contributions
- Ask questions if they need help

School and Personal Property

We want our students to look after and use the school's and their belongings appropriately. Personal property is not insured so students are asked to keep expensive possessions at home (excluding the BYOD program). Computers and devices should be used with clean hands. The students should not walk whilst carrying open tablets and laptops. Sports and all other school equipment should be borrowed and returned to its rightful place. Students are expected to always ask someone, should they wish to borrow something from another student or teacher, and return them promptly when finished.

Recognition for Practicing the Student Code of Conduct

Teachers may respond to students when they demonstrate appropriate behaviour with:

- Praise
- Awards in class and at assembly
- Encouragement and positive feedback
- Leadership roles and opportunities

Consequences for Not Following the Student Code of Conduct (see the Student Engagement and Wellbeing policy and the 123 Magic document):

When rights, responsibilities and rules are not followed, relationships between students and the school can become strained. Consequences may include:

- Time out
- Reflection forms and discussions
- Withdrawal from the playground and/or classroom
- A restorative justice conference between those affected
- Counselling
- Withdrawal of privileges/leadership roles

Incidents and the actions taken by the teachers will be documented on the school's communication system Compass. When deemed necessary by the Principal, parents will be informed of situations and the actions the school has taken.

Proactive Responses When Feeling Reactive:

The following strategies may support students from reacting inappropriately when in a disagreement, or when feeling upset or offended by another student:

- Put space between stimulus and response
- Seek first to understand then to be understood
- Tell the person to stop it
- Talk it out with the person
- Think win-win and attempt to agree on a third alternative
- Move away from the situation and seek out other friends
- Ignore it, walk away and speak to a buddy, teacher or parent about the situation
- Get help from a teacher

All students are reminded and encouraged to talk with their teachers, parents, or other trusted adults should they feel troubled.

Understanding the Code of Conduct

Teachers explicitly explain and discuss the Code with the students annually in Term 1. The Code will be posted on Compass annually in Term 1, with a reminder for parents and their children to chat about the school's expectations about safe behaviour.