



197 Moriarty Road, Latrobe 7307 TAS
Phone: 03 6426 1053
Email: office@geneva.tas.edu.au

CODE OF CONDUCT - STUDENT

Drafted & Implemented: Jun 2010

Authorised Update: Jul 2024

Date to be Reviewed: Jan 2025

PURPOSE

Geneva Christian College is dedicated to training children in a program of study, activity and living, that is Bible based. We believe that all things should be done decently and in order and that our students should be taught to be upstanding in the community. School should be a place where all students are able to achieve to the best of their ability, without fear or apprehension, which may be associated with negative behaviour of other students.

It is recognised that without the practice of discipline there can be no self-discipline and responsible behaviour. Students are to take responsibility for their own behaviour and actions and be accountable to authority for their behaviour and the consequence of their behaviour.

Students will be encouraged to understand that every choice leads to consequences, and each student has the responsibility to accept the consequences for his/her own choices of behaviour. The emphasis is that of correction rather than punishment. Geneva Christian College will work with families in managing the behaviour of children, however will not usurp the place of parents who have experienced difficulty in fulfilling their roles in the area of discipline. We all need to be reminded that God expects us to be disciplined in all of life. Students' who refuse to cooperate with any school rules or guidelines, may be asked to leave.

IMPLEMENTATION - BEHAVIOUR MANAGEMENT

The school maintains standards of behaviour in the classroom through love, kindness and a genuine regard for the student. However, when behaviour management becomes necessary, it is firmly carried out, consistent, fair, tempered by good judgment, love and understanding. Good discipline begins at home with parents/carers. God tells parents to train up the children in the way that they should go. Obedience is demonstrated in the way students work and allow others to work without distracting them; how students relate to others; how students show respect for authority in and out of school; how students show respect in their appearance and in abiding by the set rules.

If your child comes home complaining about a rule or discipline, please follow this procedure:

- Give the staff the benefit of the doubt.
- Realise that the student's view of events may be emotionally biased and/or selectively edited.

- Realise that the school has reasons for all rules and that they are enforced without favour.
- Talk to your child's teacher first.
- If matters cannot be resolved between you and the teacher, then the Principal and the Board may need to be involved.
- You can access the Complaints Management Policy on the school's website.

Each class will have their own procedures and rules due to age differences and the requirements of individual supervisors. Each class also has its own system of rewards and incentives. Students and parents will be made aware of these by the teacher.

These systems are designed as an incentive for students to strive towards excellence. This is an encouragement not only for the student but also for parents and teachers as we see our young people successfully achieving their goals whether they are academic or the development of good character and reputation.

MERITS

From Kindergarten to Year 12, all students are eligible to receive merits from the class teacher and other staff for many and varied positive behaviours, conduct and work ethic. They may also lose merits if behaviour is not acceptable. Merits have a monetary value and can be 'spent' at school at the end of Semester 1 & 2 (primary students) and at the end of Semester 2 (secondary students). The main item of purchase is "an experience", which may include pedal buggies, water skiing, mountain bike riding, water rafting, tree top adventures, water slide, bowling etc. The more merits a child has gained the more spending power they have; hence positive behaviour is reinforced.

BEARS/WARNING CARDS

From Kindergarten to Year 6, all students have 3 small plastic bears sitting on their desk or in their office. Keeping these bears is for the best. Losing these bears is not desirable. If three bears are lost in one day, the student will have a **lunchtime detention** the following day. If 3 bears are lost over three days in one week, then the student will serve an **after-school detention**. Although the 3 Bears do not proceed beyond Year 6, students in Year 7 - 10 would have 3 Warning Cards that follow the procedure of losing a bear. When a student receives a detention, parents will be notified in the student's diary, by email or phone. Reasons for losing a bear or warning card can include, but are not limited to:

- continually not following academic procedures – work avoidance
- disrespect or disruptive behaviour – breach of guidelines – arguing back - defiance
- no diary brought to school - late and unprepared
- deliberate lateness to class – late and unprepared - truancy
- talking without permission – inappropriate/bad language
- passing notes - disruption
- throwing things – unsafe practices
- consistently out of uniform – uniform infringement
- misbehaviour on the bus
- misuse of I.T. / devices etc. – equipment abuse – vandalism - stealing
- misleading behaviour – lying
- fighting

DETENTIONS & SUSPENSIONS

Lunch Time Detentions – involve students either sitting their lunch time detention within their home room, with a duty teacher or in the detention centre. Lunch time detentions will vary in time according to the age of the student and the degree of offence, but will involve missing out on play time.

After School Detentions – involve the student staying behind after school from 3.15pm - 4.00pm and sitting the detention with the Principal or selected staff member. This time involves the student taking part in picking up rubbish around the school, cleaning toilets, vacuuming classrooms or washing buses.

Internal Suspensions – where a student warrants immediate intervention because of an offence or misbehaviour, an internal suspension will occur. This involves the student being removed from normal timetables classes and placed in the Administration area to complete their work. These internal suspensions may be 1 – 3 days in length and may also result in a STRIKE being given.

External Suspensions – because of misbehaviour or offence, may require the student to be picked up immediately from school by the parent or remain at home the following day, and complete their external suspension from home. These can be 1 – 3 days in length and may also result in a STRIKE being given. Parents are notified of all suspensions. Reasons for detentions or suspension can include but are not limited to:

- continual disrespect (including belittling others), disobedience or defiance
- sexual misconduct
- swearing & profanity
- lying
- bullying
- fighting or aggressive behaviour
- vandalism
- substance abuse – drugs, alcohol, vaping & tobacco
- misbehaviour on the school bus

This includes behaviour at school, on the bus, on excursions & camps and on social media.

STRIKES

The Principal has responsibility for issuing STRIKES and communicating to parents. Geneva's **3 STRIKES and you are out'** rule, means that, should a student display any more serious behaviour deemed inappropriate they will receive a STRIKE. This includes at school, on camps or excursions, social media and on the school bus. When a child receives a STRIKE, parents are notified by phone/email. A resolution/restitution follow-up conversation will occur. Three STRIKE's means immediate expulsion. A child may be expelled for less than three STRIKE's depending on the situation. This penalty system lasts for 12 months. Violations such as the following, would warrant a STRIKE:

- showing continued disrespect for staff, other students, policies or property
- displaying any form of negative speech, behaviour, pictures, etc
- encouraging disrespect and disobedience to authorities
- continued disobedience
- involvement in activities with improper sexual overtones

- profanity, fighting, cheating, stealing, vandalism, lying or harassment
- bullying: this includes physical, emotional, verbal, cyber or isolation
- use of alcohol, tobacco, vaping, drugs or any illegal substances
- refusal to come under school authority
- belittling others
- unauthorized presence in buildings
- unauthorized material/substances/items brought to school
- dangerous horseplay
- engaging in nuisance, offensive or dangerous behaviour on a school bus. If continued offences occur on a school bus, further travel may be denied.

Extreme problems, which may involve violations of the law, could also involve social agencies and law enforcement agencies. Expulsion of the student will be necessary should all other avenues fail to correct the misbehaviour.

WHOLE SCHOOL RULES

The Golden Rule: "Do unto others, as you would wish them to do unto you" Matthew 7:12
This means treating others in a way that you would also want to be treated yourself.

The Ruler Rule: this simply means that students are to maintain a distance from another's personal space. This covers any undue physical contact, which may harm or injure others, or that of a sexual nature.

RELATIONSHIPS

Students are expected to act in an orderly and respectful manner, maintaining Christian standards in courtesy, kindness, language, conversations, morality, honesty and modesty in dress. School is a safe place of learning and fellowship for everyone, so romantic relationships are actively discouraged. It is our intention for students to focus on their learning and building healthy relationships with all their peers and others in the school community.

BULLYING

Bullying will not be tolerated at school or outside school, either physically, verbally, on social media or mobile phones. Students who display bullying of any sort, will be dealt with according to our behaviour standards.

DRUGS, ALCOHOL, VAPING & TOBACCO

The possession and use of alcohol, tobacco, e-cigarettes, illegal drugs and the misuse of over the counter and prescribed medications, including, supply of restricted substances on school premises or at school events by students, is strictly prohibited. Those students found to be involved in any illegal activities in or out of school are liable to have their enrolment terminated.

UNIFORM GUIDELINES

A school uniform is the major identification of a child to the school. Geneva Christian College is proud of its uniform and that for which it stands. Students are expected to proudly wear the school uniform. At this school we are not prepared to allow any individual to belittle the excellent standing of our school in the community, by improper wearing of our uniform. Wearing a school uniform has the following advantages for students:

- it is an honour for students to be part of Geneva and the uniform identifies them as a student of the school.

- the uniform gives a student a sense of belonging and hence a positive, strong self-image.
- caring for the school uniform helps students develop responsibility for their own property and the property of others.

IMPLEMENTATION

All students are expected to wear the school uniform correctly while attending the school on any school activity (unless otherwise authorised).

Parents are required to ensure that their children wear the school uniform correctly. Details of the school uniform, information and supply, can be obtained from the school office.

GENERAL UNIFORM INFORMATION

Shoes: should be black and polishable. No boots, high heels or fashion statements. When purchasing new shoes, please only buy black polishable, NOT BOOTS, THE SNEAKER STYLE OR BALLET STYLE. Work boots may be worn by the TASC Students for particular TASC subjects. If in doubt, please check with school office.

Sport Shoes: sneakers are a part of the sports uniform only and should not be worn with the school uniform. Please purchase the non-marking style.

Hats/Caps: are compulsory for all Primary Students in first and fourth term, but are optional for secondary students.

Bags: are available from school. Other style bags are permitted but we prefer plain ones that co-ordinate with the school colours. e.g. bottle green or black

Coats/Scarves/Beanies: when required before and after school during winter terms, they must be plain and co-ordinate with the school colours. e.g. bottle green or black.

Bathers: when bathers are required girls are to wear a one piece with low cut legs or full covering two piece and boys' bathers are not to be tight fitting.

Dates for changing uniform are as follows:

Summer - 1st day of 4th Term

Winter - 1st day of 2nd Term

PRIMARY GIRLS:

- Length of uniform must reach the knee when standing.
- Hair longer than shoulders must be tied back and off the face, no radical hairstyles or any unnatural hair colouring.
- Colours for hair ties/bands/ribbons all year round - white, navy blue, bottle green or black.
- No nail polish, make-up or lip stick for Primary girls. Nails must be kept short and clean.
- No jewelry, except for a watch & 1 pair of plain studs or sleepers for the ear lobe.
- No tattoos, body or facial piercing

SECONDARY GIRLS:

- Length of uniform must reach the knee when standing.
- Hair longer than shoulders must be tied back off the face, no radical hairstyles or any unnatural hair colouring
- Colours for hair ties/bands/ribbons all year round - white, navy blue, bottle green or black.
- Clear nail polish and clear lip balm are allowed for Secondary girls. No false nails.
- A small amount of foundation/makeup is allowed; however, this does not include eye liner, eye shadow or mascara. If makeup is too obvious, then makeup remover will be issued.
- No jewelry, except for a wrist watch, 1 pair of plain studs or sleepers for the ear lobe and 1 plain ring. No facial piercings.
- Girls in Years 11 -12 have the opportunity to seek permission from senior staff for other items of jewellery. Permission may or may not be given, depending on the item.
- No tattoos, body or facial piercing

PRIMARY & SECONDARY BOYS:

- Hair is to be short and kept off the collar and above the eye brows and ears. The cut should be standard, not radical.
- No razor cuts less than a number 3 or fashion statements, no unnatural hair colouring.
- No facial hair. No tattoos, facial piercings or body piercings. Nails must be kept short and clean.
- No jewelry is permitted for either primary or secondary boys, except for watches.
- Boys in Years 11 - 12 have the opportunity to seek permission from senior staff for other items of jewellery. Permission may or may not be given, depending on the item.



CODE OF CONDUCT- STUDENT CONTRACT

NAME OF STUDENT _____

Geneva is dedicated to training children in a program of study, activity and living, which is Bible based. We believe that all things should be done decently and in order and that our students should be taught to be upstanding in the community. Students are expected to act in an orderly and respectful manner, maintaining Christian standards in courtesy, kindness, language, morality, honesty and modesty in dress. School is a safe place of learning and fellowship, so boyfriend/girlfriend relationships are actively discouraged and bullying will not be tolerated.

Geneva must have students who are prepared to willingly co-operate with its purpose and objectives. Therefore, this agreement has been drawn up to ensure that arrangements under which the above student maintains enrolment at Geneva Christian College and the circumstances which would result in them being no longer enrolled, are clear to all parties. In doing so we need each student and parent to read and be aware of the requirements and consequences of this contract and sign to indicate their agreement. There is a period of **4 weeks** probation for all students enrolling at the school.

I, _____ agree to obey all school rules, including the:

- Code of Conduct - Student
- Uniform Guidelines
- Electronic Communication Guidelines
- Bus Code of Conduct Contract - Student

I agree that if this contract is broken, the school will take necessary action, which may, in the end, include discontinuing my enrolment.

SIGNATURE OF STUDENT _____

SIGNATURE OF PARENT/CARER _____

DATE _____