



MINARAH
RABBI ZIDNI ILMA

Student Code of Conduct Policy

February 2024

Purpose

This Policy outlines the Student Code of Conduct. It explores the processes pertaining student behaviour at Minarah College.

Date of last review:	February 2024	Author:	Principal/s
Date of next review:	February 2025	Owner:	Principal/s
Type of policy:	State-wide (DoE) Tailored by school	Approval:	School Board
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Positioning within Minarah College operational model

Component	Element
<input type="checkbox"/> Strategic Leadership and Planning	
<input type="checkbox"/> Monitoring, Reporting and Data	
<input type="checkbox"/> Governance and Accountabilities	
<input type="checkbox"/> Teaching and Learning	
<input checked="" type="checkbox"/> Culture, Ethos and Wellbeing	
<input type="checkbox"/> Curriculum and Assessment	
<input type="checkbox"/> Pathways and Enrichment	
<input type="checkbox"/> Parents and Community	
<input type="checkbox"/> Finance, IT & Estates	
<input type="checkbox"/> Our People	

Contents

1.0 Rationale.....	4
2.0 Classroom code	5
3.0 Playground code	6
4.0 Strategies for dealing with unacceptable behaviour.....	6

1.0 Rationale

Schools generally function best when there is trust, a positive atmosphere, cooperation and general observance of school rules. We aim to build a good environment where there is a healthy attitude to work, friendliness, fair competition and recognition of effort and achievement.

All students enrolled at Minarah College are expected to understand their rights and responsibility and that their purpose for being at school is to achieve Islamic and personal success. The aim of this policy is to encourage students towards more positive behaviour. The system is designed to allow students to feel that they are able to feel the rewards and at the same time understand that there are consequences for undesirable behaviours. This is to be achieved through a welfare system which promotes positive behaviour and self-esteem.

We aim to help students develop:

- An ability to communicate effectively
- A sense of satisfaction from learning
- A coherent set of values to guide behaviour
- A personal and social responsibility for their actions
- A sense of personal dignity and worth
- A sense of cultural identity
- A feeling of belonging to the wider community
- A caring attitude towards others
- An ability to form satisfying and stable relationships

Rights

- To learn in a safe environment
- To be treated fairly and with respect
- To be recognized and valued as an individual
- To learn in an enjoyable environment
- To learn in a clean and healthy environment
- To achieve success and fulfil my academic potential
- To ensure and expect that our school has an excellent reputation in our community.

Responsibilities

- To act safely and encourage others to do so
- To respect the property of others and the school
- To treat others fairly and with respect
- To value and respect each other's' differences
- To come to school prepared and ready to learn
- To help others to learn
- To approach work in a positive way
- To keep our school clean and help others keep it clean
- To complete all class work, homework and assessment tasks to the best of my ability.
- To make a sustained and genuine effort in all set tasks and experiences in each course, provided by the school
- To speak positively about our school and be proud of it.
- To wear the uniform everyday
- To follow the school rules

- To behave in a way that enhances our schools' reputation
- To contribute and maintain a positive sense of school spirit

Expectations

- Always aim to do your best
- Take pride in our school and yourselves
- Be courteous to all staff, students, parents and visitors
- Be honest, fair and trustworthy
- Wear the school uniform with pride
- Respect people, property, and the environment
- Value individual differences – be tolerant
- Maintain a good name for our school
- Be punctual and prepared for all classes
- Complete all set work in class and at home
- Be thoughtful and cooperative
- Be proud of the College and keep it clean, safe and attractive
- Practice self - discipline

School rules

In order for the school to promote the importance of the right of teachers and the right of students to learn, five important school rules have been devised:

- Work hard - (Al-Ijtihad) We will try our best
- Show manners – (Al – Adaab)
- We will display the best manners at all times
- Be obedient – (Ta3ah)
- We will follow instructions at all times
- Seek permission – (Istizaan)
- We will ask a teacher for permission when we want to do something
- Show respect – (Ihtiraam)
- We will respect our peers, teachers, visitors and our school

2.0 Classroom code

Before the lesson starts

- All students must line up outside their classrooms and wait for the bell. No student is allowed to enter the classroom unless directed by a teacher.
- Hats are not to be worn at any time in class.
- All students must be punctual to class. If a student is late to class without an acceptable reason or a note to verify this, they will be referred to the welfare coordinator.

During the lesson

- Students must always be mindful of their own safety and the safety of others. Do not rock the chairs and engage in dangerous or unacceptable behaviour
- Students must not engage in vandalism or graffiti. Report such instances to the duty teacher immediately.
- No eating or drinking is allowed during lesson time. This includes lozenges and chewing gum.

- Students must always use appropriate language. Foul language will not be tolerated.
- All students must have the correct equipment for all classes. Teachers will advise students of the equipment which they require for each subject.
- If mobile phones/IPODS/electronic equipment is brought to school, it must be handed in to the office before roll call and collected after 3.20pm. Refer to Mobile Phone Policy on our school website for more details.

At the end of the lesson

- The classroom is to be cleaned and properly arranged before any student is allowed to leave.
- All rubbish is to be placed in the bins provided.
- Students are not allowed to leave without teacher's direction.

Other

- Students are not allowed to enter staff rooms or kitchen.
- Students must not play or gather in out of bounds areas in the playground.

3.0 Playground code

Students are expected to abide by the following while they are in the school playground.

- Safety within the school and at all school activities
- Due respect for teachers and others in authority
- Respect for other individuals and their property
- Positive and respectful relationships with all members of the school community
- No violence, discrimination, harassment, bullying or intimidation.
- Peaceful resolution of conflicts
- Compliance with all school rules

4.0 Strategies for dealing with unacceptable behaviour

Detailed guidelines of this process are contained in the Welfare Policy. Strategies include but are not limited to:

- Informing parents when behaviour is unsatisfactory and the nature of such misconduct.
- Involving parents and staff in jointly monitoring future behaviour over negotiated periods of time.
- Providing support through welfare personnel. This policy should be read in line with other related school policies on our school website namely:
 - Anti – bullying Policy
 - Child Protection Policy
 - Welfare Policy
 - Mobile Phones/IPODS/Electronic Equipment Policy

Document Control

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Approved by:	Minarah Board	Meeting Date:	

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