



Code of Conduct: Haileybury Community Behaviour

Introduction

Haileybury's vision is to be recognised as a great world School.

Haileybury is committed to ensuring a respectful learning environment that is safe, positive and supportive for all of its community members including students, staff and visitors of the School.

It is the intention of Haileybury to provide a clear code of conduct to its community regarding the behaviour expected of them whilst on the School premises, engaging in School related activities or representing the School. Members of Haileybury's community are expected to uphold the School's values at all times.

Application

The code of conduct applies to all members of the School community. The application of this code of conduct is not limited to the School site and School hours. It extends to all activities and events that are School-related and when visiting or representing the School. The code of conduct also requires that actions of the School community do not bring the School into disrepute at any time regardless of whether the action occurs within or outside of School activities.

Definition of 'Haileybury Community'

For the purposes of code of conduct, a member of the Haileybury community includes:

- Current and prospective students and their families, including legal guardians or any other person associated with the student who comes into contact with the School by means of their association with the student
- Current and prospective staff
- Contractors with whom the School engages in a formal written or verbal agreement
- Visitors to the School
- Members of the School Council
- Other members of the community who come in contact with the School in an official capacity.

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HAILEYBURY

Conduct and Bearing of the Haileybury Community

It is expected that every member of the School community will:

- Uphold the School's core missions and values
- Behave in a manner that does not endanger the health, safety and wellbeing of themselves or others
- Abide by all health and safety rules and procedures operating within the School and other locations at which they may visit whilst representing the School
- Ensure that their actions do not bring the School into disrepute
- Respect the authority of members of staff and observe School rules as required
- Strictly adhere to the School's policies and procedures as required
- Behave with courtesy and consideration for others
- Refrain from all forms of bullying and harassment
- Refrain from activities, conduct or communication that would reasonably be seen to undermine the reputation of the School, employees or students of the School (including activities on social media)
- Respect School property and the property of staff, contractors, volunteers and other students
- Not be intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health whilst visiting the School site, attending School functions or engaging in School based activities
- Respect the privacy and confidentiality of the School and its community members.

Unacceptable Conduct of the Haileybury Community

Haileybury considers unacceptable any behaviour which:

- Endangers the health and safety of others
- Causes or is likely to cause damage to School property or equipment, or the property of others
- Is prohibited by law
- Is discriminatory or offensive
- Constitutes any form of bullying or harassment
- Is likely to bring disrepute to the School
- Impacts on the quiet enjoyment of School activities or events for other members of the School community.

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Unacceptable conduct also includes, but is not limited to:

- Touching, handling, pushing or otherwise physically or sexually engaging with students, children or others in a manner which is not appropriate and may endanger the health, safety and wellbeing of that person
- Any form of physical or verbal violence including fighting, assault or threats of violence
- Any form of cyber bullying or cyber abuse
- Any form of threatening language, gestures or conduct
- Language or conduct which is likely to offend, harass, bully or unfairly discriminate against any student, employee, contractor, volunteer or other Haileybury community member
- Theft, fraud or misuse of School resources
- Offers of bribery or favour
- The use of inappropriate or profane words or gestures and images
- Visiting School, attending social, sporting or other functions whilst intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health
- Smoking on the School premises or within the immediate environs of the School
- When communicating through social media sites – community members must not make comments about the School, its staff members, students or other members of the School community in a negative or defamatory manner, lowering the reputation of individuals or the School in the eyes of reasonable members of the community, or causing individuals or the School to be ridiculed, avoided or despised by members of the general public.

Breach of Code of Conduct

Should a member of the Haileybury community breach the code of conduct, they will be contacted by the appropriate Head of School/Campus. In most cases, communication with the community member should be sufficient for them to refrain from the behaviour. In some cases, the Head of School/Campus may conclude that the community member must not enter the School grounds and/or attend School activities or functions for a period of time. In those cases where a community member has an inappropriate telephone, face-to-face or email communication with a member of staff, the member of staff may choose to put an end to the phone call or meeting.

The School may choose to notify a community member that communications with the School are made to one designated staff member. When there are extreme or prolonged breaches of the code of conduct, the matter will be referred to the CEO | Principal who has full discretion to take action, including the termination of enrolment of the Haileybury child/children of the community member.

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In accordance with applicable legislation and the School's Child Protection Policy, the Police and/or Department of Human and Health Services will be informed of any unlawful breaches of this code of conduct.

Related Policies

- Student Code of Conduct
- Employee Code of Conduct
- Child Protection Policy
- Bullying, Harassment and Unfair Discrimination Policy
- Smoking and Alcohol Consumption Policy
- Occupational Health and Safety Policy
- Staff Welfare Policy
- Equal Opportunity and Respectful Workplace Policy
- Drug & Alcohol Policy and Guidelines
- Protocols for Staff with Children at Haileybury
- Haileybury APS & AGSV Sport Expectations
- APS Code of Conduct
- IT Acceptable Use Policy
- Complaints Procedure
- Haileybury Business Notice
- Enrolment Policy
- Community Gift Policy
- Staff Gift Policy
- Whistleblower Policy.

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