



## Student Conduct Guidelines - Class 6 to 12

*Supporting Respect, Responsibility & Resilience*

### **Our Commitment**

As a school, we believe that all students have the right to learn, play and grow in a safe, respectful and inclusive environment. We foster a community where behaviour is addressed through restorative practices, allowing students to reflect on their actions, repair relationships and build positive habits.

We are committed to working in partnership with families to guide students toward responsible and respectful behaviour, supporting both individual needs and the wellbeing of the whole school community.

### **Partnership with Families**

Positive behaviour is best supported when families and the school work together. We value open communication, shared understanding and consistent approaches between home and school.

### **Expectations**

We expect all students to demonstrate:

- **Respect** — for themselves, others, the environment, and learning
- **Responsibility** — for their actions and their impact
- **Resilience** — to grow through challenges and reflect on mistakes

### **Whole School Rules**

All students are expected to:

1. **Act Safely**  
Move and behave in ways that keep yourself and others safe
2. **Show Respect and Kindness**  
Use respectful language and actions with peers and staff
3. **Follow Instructions**  
Listen and respond to staff directions the first time
4. **Be Helpful and Supportive**  
Look out for others and contribute positively to the group
5. **Take Care of Property**  
Respect school property, the belongings of others and our environment
6. **Engage Fully in Learning**  
Come prepared, on time and ready to learn

### **Documentation and Communication**

All significant behaviour incidents will be recorded in Staff Kiosk and shared with relevant staff. Timely communication with families is essential throughout the process.

## Relevant High School Rules

- **Attendance** - It is compulsory for all enrolled students to attend their lessons and be punctual to school each day. Medical absences need a medical certificate. Other absences need explanation from parents. Repeated absences or lateness will attract consequences.
- **Dress Code** - Adherence to the dress code is required. The purpose of the dress code is threefold: to protect the students in our bushland environment; to meet workplace health and safety requirements; and to ensure students are dressed in clothing suitable for work. Appropriate clothing is available for loan at the office when needed.
- **Bullying** - Students found engaging in behaviour identified as bullying will be required to participate in a restorative program tailored to fit the situation. See Anti-Bullying Policy.
- **Homework** - Students are expected to complete homework that is assigned by their teacher. Any questions regarding submission must be discussed with the relevant teacher. Repeated failure to submit will attract consequences. Individual homework plans may be devised for students requiring Learning Enrichment support.
- **Assessment Deadlines** - Students are expected to submit work by due dates. Requests for late submission must be discussed with the relevant teacher prior to deadline and may require supporting documentation. Failure to submit will attract consequences.
- **In the classroom** - Individual teachers negotiate expectations for their classes and sometimes even for individual students. General school rules and high school rules must be adhered to.
- **In breaks** - Hats and shoes must be worn outdoors and shoulders must be covered for sun protection.
- Students should not bring coffee, energy drinks, drugs, alcohol or weapons to school.

## **Behaviour Response Process**

We use a clear, supportive approach to managing behaviour, with an emphasis on reflection and growth.

At each stage, the student should be clearly notified of the next consequence so that when the consequence is delivered, they are not surprised.

### **Step 1: Initial Classroom-Based Intervention**

1. Identify and communicate the issue - the teacher clearly states which behaviours are disrupting learning or are unacceptable.
2. Opportunity for correction - The student is given a chance to correct their behaviour.
3. Logical consequences and reflection - appropriate, logical consequences are applied (for example work to be finished at home, time taken from breaks) and the student is given time to reflect on their actions.
4. Restorative chat - restorative chat or peer discussions take place to repair harm and restore relationships.
5. Documentation – document by staff member on staff kiosk so patterns of concern for future reference.
6. Parent Communication (if needed) - parents are contacted if necessary to inform them of the situation.

Consequence if behaviour improves: The student resumes normal participation.

Consequence if behaviour persists: Move to Step 2.

### **Step 2: Classroom-Based Intervention - Persistent Rule Infringement**

1. Sanction applied -the student receives a sanction such as changing seats, removal from class or community service during break time.
2. Restorative chat - the student meets with their guardian for a restorative conversation and to develop an agreement.
3. Staff notification - relevant staff are informed at the staff circle and at care group, about the incident and agreement details. Staff member to record on staff kiosk.
4. Parent notification – parents are contacted with the restorative agreement explained.

Consequence if behaviour improves: The student is supported in making positive changes with restorative agreement and continues regular activities.

Consequence if behaviour persists, escalates or agreements are broken: Move to Step 3. The student may be sent home or a suspension may be issued (see Suspension, Exclusion and Expulsion Policy).

### **Step 3: Collaborative Support**

1. Collaborative check-in – if breaches are serious or frequent, a wider team including teaching staff, Wellbeing, Learning Enrichment, Guardian and Faculty Director consult. A Child Study may be initiated to better understand the student's needs
2. Behaviour Plan/Contract - a behaviour plan or contract is developed with the Faculty Director, and a formal letter and meeting with parents are arranged to discuss and agree on the plan.

3. Parent meeting- parents are invited to a meeting with the student discussing the behaviour.
4. Follow-up - ongoing follow-up with the Guardian and/or Faculty Director;
5. If suspension has occurred - restorative conversations and agreements (with clear consequences) take place before re-entry to class.
6. Behaviour incidents and plans are recorded in the Staff Kiosk.
7. Parents may be advised to seek external agency support if necessary.

Consequence if behaviour improves: Student is supported to rejoin class under agreed conditions.

Consequence if behaviour does not improve: Move to Step 4.

#### **Step 4: Leadership Involvement**

8. Serious or Ongoing Breaches - for serious or continual violations of others' rights or school rules, and insufficient improvement despite prior steps, further leadership becomes involved.
9. Escalated Response – appropriate staff, Wellbeing officers, Faculty Director and parents are involved. The School Director is notified.
10. Suspension Consideration - the Faculty Director seeks agreement from the School Director for possible suspension (see Suspension, Exclusion and Expulsion Policy).
11. Suspension and Restorative Conference - in-school or out-of-school suspension is determined following policy.
12. Restorative Conference - A restorative conference is facilitated with parents before the student can return to class. External support may be requested.

Consequence: Suspension from school (in or out of school) and a formal restorative process before the student can return. Ongoing support or further action may be required depending on circumstances.

**Ongoing Concerns:** If a student reaches Step 4 repeatedly, or fails to respond to agreed behaviour plans, the school reserves the right to review enrolment or follow Suspension, Exclusion and Expulsion Policy.

#### **Non-negotiable School Rules**

The following attract non-negotiable consequences:

#### **Drugs and Alcohol**

- Possession of or use by students of any illegal drugs at any time at the school, on school excursions, at functions, or enroute to and from school, will result in immediate suspension and will be taken as grounds for possible expulsion.
- Possession of, or use by students of alcohol, tobacco or vapes, at any time at the school, on school excursions, at functions, or enroute to and from school, will lead to immediate suspension, with a view to expulsion.
- The school will query any medication in possession of, or used by students, at any time at the school, on school excursions, at functions, or enroute to and from school.

## **Weapons**

- Carrying, bringing, using or possessing any weapon or dangerous instrument in any school building, on school grounds, in any school vehicle or at any school-sponsored activity, without the authorisation of the school and grounds for disciplinary action.
- Weapons include, but are not limited to, any pistol, shotgun, stun gun, taser, revolver, or other firearm designed or intended to propel a projectile of any kind, look-alike guns, rifle, dirk, any knife having a metal blade, razor, slingshot, brass or metal knuckles, blackjacks, explosives, throwing stars, flailing instruments, or other dangerous articles.
- Violation of this policy shall require that the appropriate external authority shall initiate proceedings and the expulsion of the student involved is immediate.
- Expulsion shall be the decision of the School Director in accordance with requirements
- The police will be notified immediately if any student brings a firearm or weapon to school.

## **Electronic Devices and Cyber Safety**

Please refer to the school's Digital Technologies Management Procedures.

## **Student Relationships**

While it is acknowledged this is a normal part of adolescent development, school and associated activities are seen as primarily a place of learning and as such behaviour between two people, must be respectful to each other and to those around.

When students are asked to desist or are pulled up on their closeness, it is not a judgement on it being wrong, simply not in an appropriate setting (as would be the case in a workplace as adults).

While Samford Valley Steiner School accepts that adolescents may at times hold hands or have brief hugs with any of their friends:

- The classroom is not the setting for these activities
- Respect should be shown to teachers when they draw unacceptable behaviour to the students' attention, even if the students don't agree
- Full body contact is not appropriate
- Lingering kisses are not appropriate
- Sexualised behaviour is not appropriate
- A couple removing themselves from normal group interactions will be discouraged and all students must abide by the boundaries as defined by the teachers
- The school will hold zero tolerance to any direct or indirect discriminatory behaviour against any protected attribute – see the Discrimination Act 1991 [https://www.qhrc.qld.gov.au/\\_data/assets/pdf\\_file/0005/19841/QHRC\\_factsheet\\_ADA\\_AboutTheAct.pdf](https://www.qhrc.qld.gov.au/_data/assets/pdf_file/0005/19841/QHRC_factsheet_ADA_AboutTheAct.pdf)
- Inappropriate behaviour on camp or any outside activity will result in the parents being called to collect their student at their own costs.

## **In addition to the guidelines, breaches may also relate to the following policies:**

- Bullying is to be dealt with under the Student Bullying Policy
- Discrimination both direct and indirect are unacceptable at Samford Steiner as

outlined in our Anti-Discrimination, Disability Discrimination and/or Gender Diversity Policies

- Any matters involving child safety will involve mandatory reporting, including to the Police as outlined in our Child Risk Management Policy
- Substance use will enact the Drug, Smoking and Alcohol Policy
- Any online harassment or unacceptable use of school or personal devices, internet and social media will enact the Digital Technology Policy, Student Personal Device Policy and/or related documents and agreements
- Any serious breaches will enact the Suspension, Exclusion and Expulsion Policy