





Code of Conduct for Students

| | Ratified by Council | Reviewed by Principal | Date for Next Review |
|-----------|---|---|----------------------|
| Date | 26 August 2025 | 26 August 2025 | 1/11/2026 |
| Name | Justin Coombs | Jacqui Hollingworth | Review Cycle |
| Signature |  |  | Annually |

West Coast Steiner School is committed to being a Child Safe Organisation, taking a preventative and participatory stance on child protection issues and promoting a child safe environment based on the National Principles for Child Safe Organisations.

| PROVENANCE | | |
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| Responsibility: School Principal | Review Cycle: Annual | Date for Next Review: November 2026 |
| Related Policies and Procedures | Enrolment Policy Attendance Policy Privacy Policy Code of Conduct for Parents Code of Conduct for Staff | Communication Guidelines Pastoral Care Policy Student Complaints Policy Child Safe Statement of Commitment Child Protection Policy |
| Relevant Legislation and Authority | School Education Act 1999 School Education Regulations 2000 Working with Children Act 1988 | Privacy Act 2020 |
| Appendices | | |

| VERSION MANAGEMENT | | |
|--------------------|--|-----------|
| Date | Changes Made | Author |
| May 2023 | Create new document Code of Conduct for Students | L Lane |
| Aug 2025 | Reviewed and edited Dress Code for clarity. Added information in relation to providing Dress Code compliant clothing for students not complying with the dress code. | V Beesley |
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West Coast Steiner School is committed to being a Child Safe Organisation, taking a preventative and participatory stance on child protection issues and promoting a child safe environment that follows the framework of Creating Child Safe Institutions (July 2016) from the Royal Commission into Institutional Responses to Child Sexual Abuse. West Coast Steiner *School* explicitly forbids the use of any form of child abuse, corporal punishment or other degrading punishment, as defined in our *Child Protection Policy*.

The purpose of this Code of Conduct for Students (the Code) is to ensure that West Coast Steiner School is a safe, supportive and friendly place where learning is prioritised, the property and reputation of the school is protected, and students are encouraged to develop self-discipline and consideration for others. This Code applies to students at School and off-site when engaging in school-related activities or representing the School.

Our Code of Conduct for Students is supported by the School's Behaviour Development Policy based on the understanding that behaviour is learned, communicates needs, and can be taught and changed. The intentional creation and maintenance of appropriate supportive relationships between students, teachers, and parents is at the heart of our approach. If behaviour is not consistent with this Code of Conduct, consequences will follow based on the Behaviour Development Policy. For serious or ongoing problems, parents will be contacted and asked to attend a meeting with the Teacher and/or Principal (or delegate).

The West Coast Steiner School Code of Conduct for Students is founded on the School's Values of **Beauty**, **Goodness** and **Truth**. These Values underpin our students' rights and responsibilities within the school community to learn, work and play in such a way that they:

- create, encourage, and preserve the beauty of our School
- share joy, kindness, and care towards oneself and others
- speak with honesty to build trusting relationships with oneself and others.

This Code of Conduct for Students sets out:

- how students see the School's Values reflected in daily school life
- expectations of students in terms of rights and responsibilities
- the School Rules and our Dress Standards
- how students can make a complaint in a safe, supported and sensitive way.

The Code is written with consultation from Class 6 students and will be reviewed regularly in collaboration with Class 6 students as School leaders, and incorporate student voice through student-led surveys and feedback opportunities.

It is expected that West Coast Steiner School Staff:

- will implement the Code of Conduct for Students with consistency
- use the Code when collaborating with students to create Class Agreements at the start of each year, appropriate to the children's level of development
- regularly reinforce and clarify School Rules, consequences, rights and responsibilities
- remind students of how they can make a complaint, supporting the process when required.

It is expected that West Coast Steiner School Parents:

- read through the Code of Conduct with their children and clarify their child's awareness of the School Rules, dress standards, class agreements, consequences, rights and responsibilities
- be familiar with the School's Behaviour Development Policy, which sets out the School's approach to addressing student behaviour
- support the School's approach to managing student discipline through proactive strategies and restorative practice.

School Values

(with acknowledgement of the contribution of Year 6 students)

Goodness in our School includes:

- Speaking kindly to each other and using manners like “please” and “thank you”
- Being polite and taking turns in games
- Helping one another and asking if someone is OK or needs help
- Being kind to everyone and finding ways to have fun and laugh together
- Using appropriate volume when speaking to show respect for others
- Listening when others are speaking
- Lending people items they need
- Connecting with others through handshakes, high fives, and fist bumps
- Creating a happy atmosphere where we feel joy, warmth, comfort, and safety

Beauty in our School includes:

- Caring for our natural environment: trees, plants, flowers, grass, animals, and insects.
- Singing and reciting poetry with heart
- Practising and playing instruments skilfully so that our orchestra shines
- Friends smiling and playing in safe and trustworthy ways
- Making and displaying artwork, craft, and woodwork we are proud of
- Presenting our Main Lesson and practice books artistically
- Having a campus with appealing architecture and colours
- Creating an amazing feeling of teamwork, inclusiveness, happiness, creativity, and kindness.

Truth in our School includes:

- Being honest and telling the truth
- Being vulnerable and admitting if you did something hard to talk about that wasn't right
- Having open conversations with sincerity, respect, and kindness
- Asking for support from students and teachers
- Doing the right thing
- Loving life and nature
- Making real friendships which feel supportive, honest, and respectful
- Living in a way that makes us feel included, proud, peaceful, confident, and safe.

Student Expectations

I will work hard to uphold the School Values of Goodness, Beauty and Truth and feel proud to be a student at West Coast Steiner School. I understand that I have rights and responsibilities as a student and know that the staff and my family will help me.

Students Rights

I have a right to:

- learn to the best of my ability in a supportive, positive and caring environment
- express myself and be heard by my peers and teachers
- feel safe and be protected from ridicule, harassment and harm
- be treated with care, courtesy, respect and fairness
- receive guidance and help when required.

Student Responsibilities

I have a responsibility to:

- show care, courtesy, respect and fairness when I listen, play or work with others
- always speak truthfully and kindly
- prioritise learning at school by being prepared, on time and working to my best
- play and participate in a way that is safe and inclusive
- look after property that belongs to me, the School or other people
- abide by the School Rules, my Class Agreement and accept the consequences of my actions.

Help With Remembering What Is Expected

Sometimes you may need a little help to remember what is expected of you and teachers are there to help. They will do this by:

- discussing the expectations with you
- reminding you about what you are supposed to be doing
- reminding you of any rules or expectations you are breaking and following through with the consequence that has been agreed on
- giving you a choice of either following the direction or accepting the consequence
- thanking you for making the best choice.

If you continue to break the rules and expectations, your parent/s will be asked to come and talk with your teacher about your behaviour so that they too can help you to remember what is expected of you at School.

School Rules

I will prioritise learning at School by:

- Being on time and prepared for lessons with all needed materials
- Following the teacher's instructions first time, or asking the teacher to explain if I do not understand
- Listening respectfully when a teacher or other students are speaking
- Raising my hand to indicate I wish to speak
- Focusing on my learning and remaining quiet during quiet work time
- Joining in activities in a sensible way
- Not distracting or disturbing others so everyone can learn
- Doing the best I can in all school activities.

I will respect my own and other people's right to fairness, peace and happiness by:

- Accepting others for who they are regardless of how they may differ from me (age, race, culture, ability, etc).
- Including others, being friendly and giving everyone chances
- Always speaking kindly and truthfully
- Keeping my hands, feet and objects to myself and never intentionally harming others
- Following rules so we all enjoy fair play
- Taking responsibility for my behaviour
- Being open to restorative conversations to repair relationships with others.

I will respect the property that belongs to me and others by:

- Taking responsibility for my own personal possessions
- Storing my bicycle in the racks near the Performance Room, or storing my skateboard or scooter in Reception
- Not damaging other people's property or taking it without permission (including pencils, rulers, food, hats)
- Treating school property in a manner so it can be used later by others
- Returning property that belongs to others the way that I found it
- Letting a staff member know if something is broken.

I will play and behave in a way that is safe to me and others by:

- Staying in the school grounds during school hours
- Playing in the area designated for my Class during recess and lunchtime
- Playing in a friendly way, with gentle touch and kind language
- Entering classrooms only when a teacher or staff member is present
- Walking along verandas and paved areas
- Kicking balls on the oval and playing other ball games on the front playground, quadrangle, or basketball area
- Climbing only the Lizard Tree and following the rules for safe climbing
- Using sticks for creative, safe play, e.g. cubby making
- Playing handball and other games carefully, fairly and sharing turns
- Riding my bicycle, skateboard or scooter outside the school grounds
- Being Sunsmart – applying sunscreen, wearing a hat and shoes outside. No hat means restricted play
- Reporting any rough play, swearing, bullying behaviour or problems to the Duty Teacher and Class Teacher.

I am proud to be a student of West Coast Steiner School. I will demonstrate this by:

- Welcoming guests or newcomers
- Speaking positively about our School
- Keeping the School beautiful: allowing nature to grow, not graffitiing or damaging property
- Wearing clothing in keeping with the School's dress standards and clothing requirements
- Following this Code of Conduct for Students and my Class Agreement.

Student Complaints

What if I have a problem or want to make a complaint?

If you have a problem with something that happened, or is happening, at School, *you have a right to ask for help or complain about it.*

If you don't feel safe or are being hurt, *you have a right to ask for help or complain about it.*

If you're unhappy with the way you, or another person, are being treated, *you have a right to ask for help or complain about it.*

Remember your student rights, be brave and tell us your concerns!

Step 1: Find support

- This could be a Year 6 Student Councillor or your teacher, the Duty Teacher or another adult at School you trust.
- Go to Reception and ask to see Vanessa (Deputy Principal) or Jacqui (the Principal)
- A parent, carer or friend can also help you make a complaint.

Step 2: Tell your support person or write it down

- Tell them why you're not happy, how the problem has made you feel, what would help to fix it.
- Sometimes it is easier to write things than say them out loud. You can write a letter or draw a picture.
- You can fill in a Student Complaint Form available from Reception. Emma or someone in Reception can help with this and give your complaint to Vanessa (Deputy Principal) or Jacqui (Principal).

Making your complaint

Be brave and try your best.

It's okay to ask for help.

It's okay to ask questions.

You will not be in trouble for speaking up.

Remember you are trying to do the right thing to help yourself or someone else, or to fix a problem.

Will you keep what I have told you private?

We will keep information about you private. Private means we will keep your details safe. Sometimes we may need to share certain information with other adults who can help sort out the problem.

What will happen next?

We will listen, write down what you tell us, and try to fix it. After we talk to you, we may need to find out more about what happened. We will tell you how long this will take and what will happen next.

We will let you know when we have finished looking into your complaint and explain what we're going to do.

Adults should always listen, answer your questions and treat you with respect.

Dress Standards and Clothing Requirements

There are expectations for dress standards while students are on school grounds or representing the School. These standards support student safety, maintain a focus on school activities, and **encourage seeing students for who they are**. As such, clothing must not have advertising, writing or logos and should be without distracting print or pictures. Natural fibres, such as wool or cotton are most beneficial for children.

Rainbow colours are suggested, no fluorescent colours or black. Following the 'colours of the week' is recommended and School t-shirts in these colours are available from Golden Threads.

Monday: blue/purple

Tuesday: red/pink

Wednesday: yellow

Thursday: orange

Friday: green

Shorts and skirt length should reach below the tips of the child's fingers when they are standing with their arms by their sides.

For sun protection, tops must cover the shoulders, upper arms and midriffs. Children may keep sunscreen for their own use in their bags. All children must wear a broad-brimmed or legionnaire's hat when outdoors, all year round. Those that protect the back of the neck are highly recommended. Caps are not suitable. No hat means restricted play on the verandah.

Wet weather clothing and shoes are suggested for children to wear or bring to school during the wetter months. Students may bring a change of clothes with them to school. During the cooler months, knitted beanies are suitable, but must be covered with a hat when outdoors.

Shoes must be suitable for the range of activities undertaken at school, including running and jumping. Shoes that are not held securely to the foot, such as thongs, Crocs and slip-ons, are not suitable. Fully enclosed shoes are required for woodworking and craft sessions. Shoes are to be worn at all times unless removed with teacher permission (e.g. for water play).

Jewellery must not pose a distraction or possibility of injury. Small sleepers, but preferably stud earrings, and simple necklaces and bracelets may be worn. Watches may only be worn by children after the completion of the Main Lesson on Time in Class 3 and must be analogue rather than digital. Fitbits, Apple Watches, or similar electronic devices are not permitted except by special circumstances agreed to by the Principal or Deputy Principal.

Make-up and nail polish must not be worn to school, including excursions, festivals and fairs.

Hair must not obscure children's faces. Hair below shoulder length must be tied back and fringes kept out of the eyes. Hair colouring is not permitted. Hair extensions, coloured or otherwise, are also not permitted.

Where students are wearing clothing that does not comply with the dress code, the school has a supply of compliant shirts, shorts, jumpers and track pants that will be loaned for the day.