



1 POLICY

St Stephen's School requires each and every member of the School Community to behave in a manner consistent with the Code of Conduct.

2 CONTEXT

The School has a responsibility to its students, staff and parents to maintain a safe physical and emotional educational environment.

Our Code of Conduct is strongly aligned to the School values of Faith, Learning, Service, Care and Community.

This Code of Conduct positively shapes and influences our culture and outlines the way in which all members of our community should conduct themselves when visiting our School, participating in school activities or in communicating with School staff and one another.

Our School Community Members will share a commitment to The Code as part of their engagement with the School and will be held accountable for conduct or behaviour that does not align to The Code.

Student conduct at School is regulated by the Student Code of Behaviour and staff conduct is regulated by the Staff Code of Conduct.

3 THE CODE

All members of the St Stephen's School community are expected to:

- Create and maintain a safe environment for all students;
- Cooperate with the School to ensure the best educational experience for the students of the School;
- Support the School and its staff in all facets of the education of the students of the School;
- Behave honestly, with integrity and in a way that upholds the values and reputation of the School;
- Treat everyone equitably with respect, courtesy and without discrimination or harassment;
- Respect the privacy of others;
- Respect and protect the property of the School and others;
- Actively and positively engage and encourage others;
- Communicate in courteous and acceptable written and spoken language in all communications (including all forms of social media) with students, staff, parents and other members of the School community;
- Comply with all policies and procedures of the School as amended from time to time;
- Refrain from any action that may bring the School into disrepute;
- Refrain from any action that may endanger self or others physically, emotionally or spiritually;



- Refrain from using their relationship with the School for unauthorised personal gain;
- Disclose to the School any potential conflict of interest arising from their involvement with the School and its community (including disclosing any personal matter that may lead to an actual or perceived conflict of interest);
- Act in a cooperative, responsive and helpful manner;
- Act with care and diligence;
- Ensure fairness in decision making;
- Report any unsafe/potentially unsafe behaviours or events to the School

4 COMPLIANCE WITH THE CODE

The School expects Community members to remain informed about, act within the spirit of, and comply with School policies, directions and relevant legislation. In the case of an alleged breach of this Code that is not covered by a School policy document or contract, the School will apply the principles of natural justice when investigating such a complaint. If an allegation is found to be proven, in serious cases parents, volunteers, contractors and the like may have their contract/agreement and/or affiliation terminated.

Breaches or non-compliance with these obligations should be reported to the relevant Executive Member/Head of Campus or Principal.

5 SUPPORTING PROCEDURES AND RELATED POLICY

- Privacy Policy
- School Safety Policy
- Wellbeing and Care Policy and Procedure

6 LEGISLATION

- Privacy Act 1988
- Privacy Regulations 2013
- Australian Privacy Principles 2014
- Privacy Amendment (Notifiable Data Breaches) Act 2017
- School Education Act (WA) 1999
- School Education Regulations (WA) 2000
- Occupational Safety and Health Act (WA) 1984
- Occupational Safety and Health Regulations (WA) 1996



The below information is not required to be printed

Version	Date	Author	Comments	Approval	Next Review
1.1	Aug 2018	Valery Wells	Rebranding and upload to Sharepoint	ETeam	Aug 2019
1	Feb 2014	Maria Moraitis	New	ETeam	