



# **CODE OF BEHAVIOUR**

**Coláiste Mhuire,  
Mullingar,  
Co. Westmeath.**

Approved by the Board of Management  
on the 9<sup>th</sup> December, 2014

Coláiste Mhuire is a school community embracing Catholic values. We recognise that every student is unique, with different talents and needs. The dignity of all students, staff members and parents is respected, and this is reflected in school policies and structures, including our Code of Behaviour. Educational achievement is promoted as well as life skills, values and attitudes which will enable our students to lead satisfying lives and contribute constructively to society. Our school encourages a spirit of mutual respect for all.

## Scope

This Code of Behaviour applies to students at the following times:

- During school time, including before and after class and at break-times
- While wearing the school uniform
- While travelling to or from school or using school transport
- While on school trips, tours or exchanges
- While supporting school teams or activities.

## Relationship to Mission Statement and Aims

### **School Mission Statement:**

Coláiste Mhuire is an educational community which, under the trusteeship of the Edmund Rice Schools Trust, is committed to excellence. We provide a caring and disciplined environment in which all students are challenged to reach both their academic and personal potential

This Mission Statement is facilitated in its aims by the following Code of Behaviour which fosters a sense of belonging and self-esteem while creating a milieu through which personal and academic potential can be fulfilled.

## Rationale for a discipline policy and code of behaviour

A discipline policy and code of behaviour is required under the terms of the Education Act 1998 and The Education Welfare Act 2000.

Section 23 of the Education Welfare Act 2000 states that *“the Board of Management of each school must prepare and make available a code of behaviour for its students. The Act requires that the school code of behaviour is prepared in accordance with Guidelines issued by the National Educational Welfare Board (NEWB)”* “Developing a code of behaviour guidelines for schools”, P.2 NEWB 2008

## Goals

In accordance with NEWB guidelines, the code of discipline aims to achieve a series of goals which include:

- *“Creating a climate that encourages and reinforces good behaviour*
- *Creating a positive and safe environment for teaching and learning*
- *Encouraging students to take personal responsibility for their learning and behaviour*
- *Helping young people to mature into responsible participating citizens*

- *Building positive relationships of mutual respect and mutual support among students, staff and parents*
- *Ensuring that the school's high expectations for the behaviour of all the members of the school community are widely known and understood"*

**(IBID P.22)**

## Context

This policy should be read in conjunction with the school's Substance Use, Anti-bullying and Internet Access policies.

## Positive Behaviour Policy

Promoting positive behaviour is the responsibility of all staff and the wider school community. Mutual support, consistency and communication are an essential component of this venture.

*"Praise me more, criticize me less, I am still learning"* is a phrase to be borne in mind.

All members of our school are expected to help maintain an atmosphere conducive to learning with courtesy and consideration for others as basic requirements, allowing teachers to teach and students to learn.

## Aim

At Coláiste Mhuire we aim to help students develop their skills and knowledge to the highest levels and to grow as individuals to become respectful, responsible and honest with a commitment to excellence.

## Objectives

- To promote good behaviour and encourage achievement
- To support the students in learning self-discipline
- To enable effective teaching and learning
- To create a safe and secure environment for pupils and staff
- To teach students to understand, accept and tolerate differences in individuals

## Promoting the policy

Emphasis on praise and reward, combined with an examination of how we manage our behaviour in whole school and individual classroom contexts will lead to an enhanced school atmosphere in which the task of teaching and learning becomes naturally easier.

Teachers and other school staff need a range of strategies for promoting positive behaviour at class and school level. There should be consistency across the teaching team as to how best to promote good behaviour.

Support, commendations and reward are an essential part of positive behaviour. Every lesson should incorporate praise and encouragement of students.

Teachers can promote positive behaviour with:

- Verbal praise
- Regular encouragement
- Positive feedback on completed work
- Note of commendation in journal to parents

- Appropriate recommendation for rewards/awards

The school will promote positive behaviour with:

- Consistent approaches
- A positive ethos based on the schools values
- Allowing appropriate privileges to all students
- Rewarding achievement with:
  - Letter of commendation to parents
  - Positive praise at parent/teacher meetings
  - Homework pass
  - Canteen vouchers
  - Book vouchers
  - Affirmation slips
  - Affirmation note to the journal
  - End of term activity
  - End of school year activity...an action packed sports day
  - Competitions
  - Extra curricular activities such as sport
  - **End of year school awards**
  - for sport , football, hurling , athletics, team and individual awards.
  - Best student of each year award.
  - Certificates given for students nominated for best student.
  - An award for the best student in each academic subject in the leaving certificate year.

## Rights and Responsibilities

### Rights:

- Staff and students have the right to work in an environment that facilitates teaching and learning
- Staff and students have the right to be treated respectfully, with courtesy and without intimidation or threat
- Staff and students have the right to work in a healthy and safe environment.

### Responsibilities:

- Staff and students are to treat each other respectfully and with courtesy
- All students should behave in a manner that facilitates learning
- All students should respect school property, that of staff and other students as well as their own.
- Staff and students have a responsibility to safeguard and promote the good name of the school.

## Rules of Coláiste Mhuire

### 1. General Conduct

Students are expected to be well-behaved, respectful and courteous to staff, fellow pupils, and visitors to the school. The rights of others must be respected at all times.

### 2. Attendance:

All students must use the swipe system and register their attendance on first entering the school building each morning using the scanners located at various entrances to the school.

Students wishing to leave class during the day for medical, dental or other appointments are requested to have their parents/guardians sign a note in their school journal or bring a separate signed note. The signed notes should be used to request permission to leave the school premises during the day. Pupils must sign out at the office when granted permission by the Principal or Deputy Principal to leave during school hours.

Parents/Guardians must use the school journal to give a detailed written explanation for all absences and these should be presented to the Class Tutor/Year Head on the day of return to school.

The Education Welfare Act, 2000 part 111, 18 states that:

“Where a child is absent from the school at which he or she is registered during part of a school day, or for a school day or more than a school day the parents of such child shall in accordance with the procedures specified in the code of behaviour prepared by the school, notify the Principal of the school of the reasons for the child’s absence”.

In addition the act states that:

“Where the aggregate number of school days on which a student is absent during a school year is not less than 20, the Principal shall forthwith so inform, by notice in writing, an Educational Welfare Officer”.

Students must not absent themselves from class without permission. Visits to the toilets and lockers, routine messages etc. should be restricted to break times.

In the interest of student safety, only senior students are allowed to leave the school premises at lunchtime. All other students must remain on the school premises at all times during the school day.

Where a student is unable to participate in a class activity, a written explanation must be given to the teacher of that class. The student must, nevertheless, present himself/herself for class and follow the instructions of the class teacher.

### 3. Punctuality

- Students must arrive punctually for the commencement of all class periods.
- Late arrival for school/class will be recorded in the school journal.
- Students are required to have 'late notes' signed by parent/guardian.

### 4. Uniform/Dress Code

- Students are encouraged to take pride in their personal appearance. Full school uniform must be worn at all times and pupils must be attired as instructed for P.E. and other school activities.
- Jewellery is forbidden.
- Pupils should be good ambassadors when representing their school in uniform.

### 5. Homework Journal

The homework journal must be used in every class. All notes to the school should be written in the homework journal. All homework, whether written or unwritten, should be noted at the end of each class period. All homework must be done properly and with due application.

### 6. Movement

Students must walk quietly and safely in the school building and on the left-hand side of corridors and stairs.

### 7. Health and Safety

In compliance with the Health Safety and Welfare at Work Act 1989 and the Equal Status Act 2000, Coláiste Mhuire is committed to the creation of a safe environment for everyone:

- Smoking is forbidden on the school premises and in the vicinity of the school.
- The possession or consumption of alcohol is strictly forbidden.
- The possession/use/distribution of drugs or alcohol is regarded as a very serious breach of discipline (see Substance Use Policy).
- In the interest of safety, students must dismount a bicycle in the school grounds.
- Students must not litter the school environment.
- Students must adhere to the school's Internet Acceptable Use Policy.
- All forms of Harassment, including Sexual Harassment, are strictly forbidden.
- Bullying is strictly forbidden as stated in Coláiste Mhuire's Anti-Bullying Policy.
- The use of Mobile Phones during school hours is prohibited. Mobile phones which are seen or heard will be confiscated. Similarly, any devices with recording and/or photographic capacities or personal entertainment devices

will be confiscated if seen or heard. The school is not responsible for the loss of mobile phones, personal stereos etc.

- School property must be treated with care and respect. Pupils who damage school property must compensate the school for the damage.

## 7. Preparation for class

Pupils must have the relevant books, copies and equipment for each subject. During the class, students must behave in a manner that allows themselves and others to gain full benefit from the lesson being taught.

## Detention Policy

At Coláiste Mhuire we aim to help students develop their skills and knowledge to the highest levels and to grow as individuals to become respectful, responsible and honest with a commitment to excellence. Coláiste Mhuire recognises that some students will sometimes be involved in incidents of unacceptable behaviour. Sanctions must be applied against such individuals, but those sanctions must be just, fair and proportionate. Detention is one such sanction but will normally be applied either for a repeated disruption, non-compliance or for a more serious one-off incident. A detention provides an opportunity for reflection. It also offers a chance for staff and students to discuss what has happened and agree strategies to limit future incidents.

### What a detention can be used for:

A range of activities can be required of the pupils which will be engaging and not lead to further ill discipline. Such activities may include but not limited to::

- completing assessed coursework
- undertaking tasks to assist staff, such as classroom-display work or materials
- preparation
- assisting staff with reparation tasks which do not raise any health and safety or child protection issues.

### Notifying parents about a detention

- Detention will be noted in the student's journal and signed by the parent.
- Parents and students will be given 24 hours notice of the detention occurring on a Friday.

### A detention may be given for a variety of reasons. These can include;

- Disruption of the learning of others
- Repeatedly failing to settle to tasks
- Non-compliance
- Non-completion of work (including homework)
- Bullying (as defined with the school's anti-bullying policy)
- Smoking, on or near the school site, or on the way to or from school.
- Verbal and/or physical aggression towards staff or peers
- Being off-site without permission (break/lunch/lesson time)
- Lateness to school and/or lessons
- Anti-social behaviour including swearing, spitting, graffiti, damage to property

## **Deciding how long the detention should be and when it will take place**

- Duration of the detention will depend on the misbehavior.
- Detention may take place at lunch time, after school or on Friday after school at 1.15.

## **Record of Detention/Misbehaviour**

- A record of the detention will be maintained by the Vice Principal.
- A student work diary and daily class report will be maintained by the Year Head and Vice Principal/Principal.

## **Supervision**

Students will be supervised in room G23 for the detention period by Class Teacher or Vice Principal. Concerning detention on Friday, the teacher who put the student on detention will check in room G23 to confirm that the student is present.

## **Monitoring**

The use of detention as a sanction will be monitored by the Vice Principal and Principal.

## **Sanctions**

Sanctions range from a word of advice/warning to expulsion. It is expected that students will accept and respond positively to correction from members of staff, be it inside or outside the classroom. Students who fail to do so or who repeatedly disregard regulations may be given a period of detention. This may take place after school or during lunchtime. Further sanctions may include temporary confiscation of property, fines, manual work in the school, withdrawal of privileges such as school trips/tours, suspension/home study from school and expulsion.

Generally, these sanctions are progressive. However, in certain instances, the degree of disrespect or disregard for the school rules shown by a single act may warrant that a student be immediately suspended or expelled without going through the process of minor sanctions.

## **General Structures and Procedures**

The following structures and procedures indicate how breaches of the Code of Behaviour will normally be dealt with:

- 1 Any breach of classroom discipline will, in the first instance, be dealt with by the classroom teacher. The classroom teacher may counsel or reprimand the student or impose a sanction, or manual work in the school, as appropriate.
2. Where the behaviour is repeated or is of a more serious nature, the class teacher will complete a complaint slip and refer the matter to the Year Head.
3. The Year head will counsel, reprimand or impose a sanction on the student as appropriate. Sanctions may include placing a student on detention, contacting parents, inviting parents to visit the school or placing the student on report.
4. Where an investigation is carried out, a brief record will be maintained by the person carrying it out. Where any student is interviewed about alleged or suspected wrongdoing, a brief record of the interview will be kept. Students may



be asked to make a written statement about their knowledge of an incident. Records will be kept by the Year Head.

5. Where there is persistent disruption or misconduct, failure to respond to or comply with correction or sanctions, or a once-off incident of a very serious nature, the matter may be referred to the Deputy Principal or Principal. The Principal/Deputy Principal will review the matter and, if necessary, engage in further investigation. Following review and/or investigation, one or more of the aforementioned sanctions may be applied. The Principal may suspend a student from the school for a period of up to three days.
6. Recommendations to suspend students for a period of more than three days will be considered by the Board of Management. A decision to expel a student rests with the Board of Management. Where it is decided to expel a student, or where the cumulative number of days on suspension for a particular student exceeds twenty in one school year, parents will be informed of their right to appeal the decision to the Department of Education and Science under Section 29 of the Education Act.
7. The National Education Welfare Board (NEWB) will be informed of any suspension of six days or more and of any decision to expel a student. The NEWB will also be informed if any suspension gives rise to a situation where a student's total absences for the school year exceed 20 days.

### Procedures to be followed in the event of a Suspension

1. The matter will be very serious, either a pattern of persistent misconduct or a serious once-off incident.
2. The issue will be fully investigated by the Principal or Deputy Principal, or a person with delegated responsibility, other than the offended party. Witness to the event(s) may be interviewed. A written record of the investigation will be kept.
3. The student against whom the complaint is made will be given an opportunity to present their side of the story. The student may be asked to give an account in writing.
4. Parents will normally be advised in writing, and/or by phone, of a decision to suspend. The letter and/or phone call will include the following:
  - Notification of the decision and reason(s) for same.
  - The effective date and duration of the suspension.
  - A clear statement that the student is under the care of the parents/guardians for the duration of the suspension.
  - Expectations of a student while on suspension.
  - If the National Education Welfare Board has been informed, this will be stated.
  - Rights of appeal e.g. under Section 29 of the Education Act - Appeal if applicable.
  - If consideration is being given to expulsion as a sanction in this instance, the letter will state this unambiguously.
5. The Principal may suspend a student for up to three days. All suspensions will be reported to the Board of Management at the next ordinary meeting of the Board.
6. Suspensions for a period longer than three days will normally be at the discretion of the Board of Management, except in the case of a very disruptive pupil who has already been suspended. In this case, the Board, through the

Chairperson, may delegate authority to the Principal to suspend such a pupil for up to one week.

7. Where the Board of Management suspends a student, and the cumulative number of days' suspension for that student exceeds twenty days in any one school year, parents will be informed of their right to appeal to the Department of Education and Science.
8. Where a proposal to suspend is before the Board of Management and a student is involved in a further serious disciplinary incident, that student may be required to stay at home or be suspended until the Board of Management reaches a decision on the matter. In that event, the Board will take the further incident into account in reaching its decision.
9. Grounds for removing a suspension:  
Following a suspension, the parents/guardians (or student over 18 years) may seek a meeting with the Principal to discuss the matter further and to make further representations. Where the school is satisfied that new circumstances have come to light that have a bearing on the matter, the decision to suspend may be reviewed (by those who made the decision) and an alternative sanction imposed if deemed appropriate.

Policy and procedures to be followed in the event that expulsion is being considered

In Coláiste Mhuire the ultimate sanction imposed by the school is expulsion and is imposed only by the Board of Management.

This policy and procedures regarding expulsion are approved by the Board of Management having been developed in consultation with all the educational partners i.e. parents, students, staff and the wider community. The policy and procedures have been developed in accordance with the NEWB Guidelines.

What does expulsion mean in Coláiste Mhuire?

A student is expelled from school when the Board of Management makes a decision to permanently exclude him from the school, having complied with the provisions of section 24 of the Education Welfare Act, 2000.

The grounds for expulsion

In Coláiste Mhuire, we recognise that expulsion of a student is a very serious step which will be taken by the Board of Management only in extreme cases of unacceptable behaviour. Normally a range of other interventions to address the misbehaviour will have been tried before a decision to expel is made:-

- Meeting with parents and the student to try to find ways to help the student to change his behaviour
- Making sure that the student understands the possible consequences of his behaviour, if it should persist
- Ensuring all other possible options have been tried
- Seeking the support of National Educational Psychology Service.

A proposal to expel requires serious grounds such as:-

- A student's behaviour is a persistent cause of significant disruption to the learning of others or to the teaching process.
- The student's continued presence in the school constitutes a real and significant threat to safety.
- The student is responsible for serious damage to property.

The reasons for expulsion in Coláiste Mhuire

The grounds for expulsion may be similar to the grounds for suspension but the seriousness and the persistence of the behaviour are the key difference. All interventions for changing the student's behaviour have been exhausted.

Forms of expulsion in Coláiste Mhuire

Expulsion can be in one of two forms (1) automatic expulsion, (2) the ultimate sanction after (a) all disciplinary options under the Code of Behaviour have been applied and documented, and (b) all appropriate services within the school and outside have either been offered or involved, (3) discussions with parent/s or guardian/s relating to the serious misbehaviour have taken place. If none of the above fail to produce positive results, then expulsion may be recommended by the Principal to the Board of Management.

Automatic expulsion:- the Board of Management may decide, as part of the school's policy on sanctions, and following the consultation process with the Principal, parents, teachers and students, that particular named behaviours incur automatic expulsion as a sanction. The kinds of behaviour that might result in a proposal to expel on the basis of a single breach of the code include:-

- A serious threat of violence against another student or member of staff
- Actual violence or physical assault
- Supplying illegal drugs to other students in the school
- Sexual assault

**In the case of automatic expulsion, due process and fair procedures will be followed by the Board of Management.**

Procedures in Respect of Expulsions

***Step 1: A detailed investigation will be carried out by the Principal***

- Parents/guardians and students will be informed in writing about the details of the alleged serious misbehaviour and the proposed investigation.
- Parents and students will be given every opportunity, including meeting with the Principal, to respond to the complaint. If parents refuse to meet with the Principal, they will be invited to a rescheduled meeting and advised that the school authority has a duty to make a decision in response to inappropriate behaviour.

***Step 2: A recommendation to the Board of Management by the Principal***

When the Principal makes a recommendation to the Board to consider expulsion, the Principal will:

- Inform the parents and the students that the Board of Management is being asked to consider expulsion.
- Ensure that the parents have records of the allegations against the student and written notice of the grounds on which the Board of Management is being asked to consider expulsion.
- Provide the Board of Management with the same records as are given to the parents.
- Notify the parents of the date of the hearing by the Board of Management and invite them to the hearing.
- Advise the parents that they can make a written and oral submission to the Board of Management and also that they may be accompanied at the hearing.
- Ensure that the parents have enough notice to allow them to prepare for the hearing.

***Step 3: Consideration by the Board of Management of the Principal's recommendation and the holding of a hearing.***

It is the responsibility of the Board to ensure that the investigation has been properly conducted. When the Board of Management decides to consider expulsion it will:

- Hold a hearing
- At the hearing the Principal, parents or a student over 18 years put their case to the Board in each other's presence. Each party will be allowed to question the evidence of the other party directly. The parents/student over 18 years can make a case for a lessening of the sanction. In the conduct of the hearing, the Board will take care to ensure impartiality, as between the Principal and the student.

After both sides have been heard, the Principal and parents/student will withdraw from the meeting before the Board's deliberations commence.

***Step 4: Board of Management deliberations and actions following the hearing***

Having heard from all parties, the Board will decide whether or not the allegation is substantiated and, if so, whether or not expulsion is the appropriate sanction. If the Board of Management decides to expel the student, it will

- Notify the Educational Welfare Officer (EWO) in writing of its opinion, and the reasons for this opinion.
- The student will not be formally expelled for 20 school days from the date on which the EWO received written notification of the proposed expulsion.
- The Board will inform the parents in writing about its conclusions and that the EWO has been informed.

***Step 5: Consultations arranged by the Educational Welfare Officer***

Within 20 days of receipt of a notification from the Board of Management of its opinion that a student should be expelled, the Education Welfare Officer will

- Make all reasonable effort to meet with the Principal, parents and the student, and anybody else who may be of assistance.
- Convene a meeting of those parties who agree to attend. These consultations may result in an agreement that would avoid expulsion, or it may focus on alternative educational possibilities.

Pending these consultations the Board may decide to suspend the student, if his presence poses a threat to the safety of other students or would interfere seriously with the learning and teaching of other students.

***Step 6: Confirmation of the decision to expel***

When the 20 day period following notification to the EWO has elapsed, and where the Board of Management is still of the view that the student should be expelled, the Board of Management will formally confirm the decision.

- . Parents will be notified immediately that the expulsion will now proceed.
- Parents and students will be told of their right to appeal to the Department of Education and Skills.
- A formal record will be made of the decision to expel the student.

## Appeals

A parent, or a student aged over 18 years, may appeal a decision to expel to the Secretary General of the Department of Education and Skills (Education Act 1998 section 29). An appeal may also be brought by the NEWB on behalf of the student.

## APPENDIX 1 THE 'RESPECT' RULE

Our 'respect' rule sets out in a positive manner our expectations of all students in the school. A copy of our 'respect rule is placed in every classroom.. The 'respect' rule, which applies to all in the school community, adults and young people alike, states: "Respect will be shown to everyone in the school community at all times!" In other words, we will all act with courtesy and consideration to one another at all times. This means that:

1. You always try to understand other people's point of view.
2. In class you make it as easy as possible for everyone to learn and for the teacher to teach. (This means arriving on time with everything you need for that lesson, beginning and ending the lesson in a courteous and orderly way, listening carefully, following instructions, helping each other when appropriate and being quiet and sensible at all times).
3. Remember 'Safety First and Safety Second'. (This means never running, barging or shouting, but being ready to help by opening doors, standing back to let people pass and helping to carry things). On the corridors please keep to the left.
4. You always speak respectfully to everyone (even if you feel bad tempered!) and use a low voice. (Shouting is always discourteous).
5. You are silent whenever you are required to be.
6. You keep the school clean and tidy so that it is a welcoming place we can all be proud of. (This means putting all litter in bins, keeping walls and furniture clean and unmarked and taking great care of displays, particularly of other people's work).
7. Out of school, coming from and going to school, walking locally or with a school group, you always know that the school's reputation depends on the way you behave.

As part of our Code of Behaviour we have a very strong policy against Bullying. Our Anti-Bullying Policy is stated in the Homework Journal. It is part of our Anti-bullying Code that:

- Every pupil is entitled to an education free from harassment or abuse and bullying is not tolerated in the school. Every person has the right to feel safe and valued at our school.
- Every teacher has the right to teach his/her subject free of any harassment/class disturbance.
- There should be no unwelcome name-calling, teasing, verbal abuse, physical abuse or fighting; no unwelcome comments about a pupil or their family.
- Any incident brought to the attention of teachers or the school authorities will be investigated. If the problem persists the perpetrator(s) may face serious disciplinary sanctions.

If you are being bullied or are the subject of unwelcome attention or if you are aware that anyone else is suffering in this way, please tell someone you trust immediately. It

is very important that we are informed about any unwelcome incidents as soon as possible.

This school seeks, to the greatest possible extent, to provide an appropriate education for all pupils, and in that context, the right to education of the overwhelming majority of pupils must not be subverted by a disruptive minority.

## APPENDIX 2

### Coláiste Mhuire School Regulations

Dear Parents/Guardians,

The following school rules are prescribed to ensure the smooth, efficient and orderly running of the school. They are made in the interests of all and for that reason they must be obeyed by all.

1. A satisfactory standard of respect and courtesy towards all staff, students, property and general good behaviour are demanded of all students.
2. The school uniform must be worn by all students.
3. Satisfactory performance of all homework assigned is required of each student.
4. No student may leave his classroom without permission.
5. (a) Leaving school during school hours without permission is a serious breach of discipline.  
(b) This applies particularly to morning break during which the school Tuck Shop is open.
6. No eating, drinking or chewing in class.
7. (a) Smoking is strictly prohibited on school grounds or its environs.  
(b) Any involvement with illegal substances may lead to exclusion from the school
8. The wearing of jewellery in the school is prohibited.
9. Please contact the school if student is absent/note of explanation on return to school, in the school journal.
- 10 Each student will bring in all necessary books and materials including sports gear and is expected to participate in all school organised activities including field trips and retreats.
11. Application for re-admission must be made at the end of each academic year.
12. Each student has the right to attend school without hindrance of any kind from others.
13. First, Second and Third year students are not allowed to go down town at lunchtime or leave the environs of the school.
14. Mobile Phones within the school or in the environs of the school are prohibited.

Please enclose the school regulations form and the school subscription for the school year and return it IMMEDIATELY to the Office.

### DECLARATION

I have read the above regulations and the Code of Behaviour and I agree that my son will abide by them.

Parents' Signature: (1) ..... (2) .....

Student's Signature: .....Date: .....

Mobile Phone No. .... Mobile Phone No:.....

(PARENT)

(STUDENT)

APPENDIX 3

**Policies associated with the Code of Behaviour**

**(1) Substance use (2) Anti Bullying (3) Internet Access (4) Child Protection**