



ST CHARLES COLLEGE CODE OF CONDUCT

Introduction and objectives

Upon application for a place for their son(s) at the College, parents agree to abide by the Code of Conduct of the College and to actively support the maintenance of an orderly learning environment. This reasonable expectation ensures that constructive learning and positive interaction can take place and that fair discipline can be applied where necessary. While discipline may be punitive, it is always intended to be constructive and to correct and prevent further instances of unacceptable behaviour.

General Conduct

St Charles College expects high standards of behaviour from its pupils at all times. Acts of dishonesty, discourtesy and behaviour that is anti-social are not acceptable whether or not they are covered by a specific rule. Every member of St Charles College - pupil, prefect, parent and teacher - is responsible for ensuring that these standards are maintained. In particular, each boy is responsible for his own actions, and should endeavour to develop self-control and self-discipline.

- All boys are expected to behave in a dignified and civilised manner. All forms of coarse, uncouth or crude behaviour are unacceptable.
- There should be a respect for the fabric of the school and its grounds. Respect for the property of others is expected from every boy at St Charles College.
- Boys are encouraged to develop a healthy and enthusiastic work ethic, and to respect and admire those who excel.
- All work presented must be original and cheating during tests and examinations is unacceptable.
- Any form of behaviour which breaks the law will be deemed to be a serious disciplinary offense and may result in suspension and expulsion from the College. This includes, but is not exclusive to, stealing, bullying, fighting, physical assault, wilful destruction of property and use or sale of undesirable substances including drugs, steroids, alcohol, cigarettes including electronic cigarettes.
- Boys are expected to be punctual and courteous at all times.
- Boys are expected to comply with regulations for neatness including hair and clothing as determined and revised by the College from time to time. Whether on the sports field or in the classroom, the expectation is that pupils must be tidily and appropriately dressed. Regulations for sport fixtures are determined generally but boys are expected to follow instructions in each circumstance.

- Conduct on the sports field, in the classroom or off the field is expected to be equally exemplary and the College will take boys to task for inappropriate behaviour.
- Every boy is required to follow reasonable instructions from teachers, boarding staff and prefects, or any person to whom the Principal has delegated authority.
- All boys are required to participate fully in the life of the College. This includes attending all lessons, assemblies and functions as and when required.
- Every boy is expected to participate in one team sport per term.
- The use of cell phones and electronic media is strictly controlled at St Charles College. Inappropriate use of social media or electronic devices will result in disciplinary action. Boys are expected to adhere to the current set of rules as communicated to them and devices will be confiscated when used outside of the set parameters.
- Any pupil, who by any means, at school or outside of school, through word, action, printed or electronic means, brings the College into disrepute should expect to face disciplinary action.
- No dangerous substances or items may be brought onto the College campus without written permission.

The principle of moral courage requires that boys act for justice and defend those who are unable to defend themselves. Each boy will be held equally responsible for his behavior whether alone or in a group.

Should pupils misbehave, on or off the St Charles College Campus, their behaviour will be addressed. Remaining in the company of those who are misbehaving will also be regarded as an offence. While a word of warning may be appropriate at times, other measures may be needed. These measures could include removal of privileges, detention, ground duty, extra written work when infringements are less serious, but may include suspension or expulsion where the offense is considered serious.

Procedure

Where reports of poor behaviour are lodged, a disciplinary enquiry will be initiated to establish the basic facts and to determine whether the offence is serious enough to warrant a disciplinary hearing. The enquiry will be lead in most cases by the relevant Head of the School, or by a senior staff member to whom the responsibility has been delegated. Signed statements will be obtained from those involved and boys may be asked at any time during the process to confirm or revise their statements. Depending on the severity of the infringement, the outcome of the enquiry may result in suspension from the College pending a Formal disciplinary hearing.

When dealing with serious offences the Disciplinary Committee of the College may either (1) elect to deal with it summarily based on the evidence put before the relevant master or (2) refer the matter to a disciplinary hearing – a formal type hearing where the school and pupil state their cases and a decision is reached, or (3)

when required, to refer the matter to the disciplinary Sub-committee of the Board for guidance.

The Disciplinary Committee shall include the Principal and /or Deputy Principal and a delegated Senior Manager, (one of whom shall act as Chairman) and at least one other senior staff member. The Disciplinary Committee will interview pupils whose behaviour is not satisfactory. Parents may be requested to attend such an interview. Legal representation in the process is not permitted. The results of this interview will be recorded and parents will be informed of the findings and outcome.

There is a right to appeal. This must be in writing and must be submitted within a reasonable time frame determined by the Disciplinary Committee. The appeal will be referred to the Disciplinary Sub-committee of the Board which will establish whether there should be moderation of the original decision.

This document is the intellectual property of St Charles College. The College reserves the right to review and modify this code annually to reflect the standards and expectations of the College.

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