



STUDENT CODE OF CONDUCT: PRIMARY

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1. PURPOSE

John Wollaston Anglican Community School (the School) is committed to safeguarding and promoting the safety, welfare and wellbeing of children and young people and expects all students to share this commitment, through upholding the School's Christian ethos and Core Values of:

- **Respect** for ourselves, for others and the environment
- **Responsibility** for our actions
- **Honesty** in our interactions with others
- **Commitment** to achieve our best in all we do

The *Student Code of Conduct: Primary* (the Code) (*Appendix 2*) outlines the responsibilities of John Wollaston Anglican Community School Primary students as members of our school community. It encompasses travel to and from school, school related activities and time online. It also requires that students' actions do not bring the School into disrepute at any time.

The School prohibits bullying, harassment and other forms of peer-to-peer abuse.

As a world school of the International Baccalaureate (IB) our students work towards making the world a better place through their actions.

2. STUDENT CONDUCT

Primary students will commit to and practise the following:

- Abide by all School Rules (*Appendix 1*) and follow the directions of school staff at all times.
- Be respectful, kind and considerate to all staff, students, visitors and our wider community through words and actions.
- Respect the School's environment and the property of others.
- Wear School Uniform with pride and due regard to health, hygiene and safety.
- Use inclusive and appropriate language, verbal and written, towards all members of the school community.
- Be accountable for their actions.
- Be open-minded to learning new things and doing their best in everything they do.
- Be actively involved in school life to help foster and sustain a positive, caring and inclusive culture.
- Demonstrate respect for the privacy and human dignity of other students.

3. REPORTING BEHAVIOUR

3.1 Students are strongly encouraged to report inappropriate conduct to a member of staff. All reports will be addressed.

3.2 If a student is found to have behaved inappropriately, staff will follow the procedures outlined in the School's *Promoting Positive Behaviours: Policy and Procedures Primary School*.

4. PROCEDURE

4.1 Class teachers from Pre-Primary to Year 6, will discuss the Code with their students at the commencement of every academic year and develop an Essential Agreement with their class. When a new Primary student commences, the Class Teacher will discuss the Code and Essential Agreement as part of the student's induction to the School.

4.2 Each academic year, students from Years 3 to 6 will sign and date the Code recognising their commitment to the Code.

4.3 Copies of the Code, signed by Years 3 to 6 Primary students, are to be given to the Deputy Head of Primary.

4.4 Upper Primary students will be involved in the periodic review of the *Student Code of Conduct: Primary*.



SCHOOL RULES

- All students are expected to know, understand and abide by, the School Rules.
- The School Rules provide for the responsible organisation of the School.
- Underpinning the School Rules is:
 - The expectation that members of the School should conduct themselves in accordance with the core values of Respect, Responsibility, Honesty and Commitment.
 - The need to use common sense.
- Students should remember that their behaviour and appearance affect the perception of the School by others, particularly when they are in School Uniform.
- There is not a precise rule for every situation.
- The Principal is the final arbiter on all matters pertaining to School Rules and regulations.

GENERAL SCHOOL RULES

1. General Behaviour

- Students should be considerate of and courteous to others at all times.
- Students are to line up outside the classroom at the start of a lesson until told to enter by a teacher. Classrooms are out of bounds during recess and lunch, except when students are given special permission by a teacher (who will stay in the classroom with them). No food is to be consumed in the classroom unless the supervising teacher gives permission.
- Students are to keep clear of the “Out of Bounds” areas of the School.
- All breakages and damage should be reported to a duty teacher immediately.
- Students are not permitted in staff areas without permission.
- Chewing gum is strictly forbidden.
- The School is a smoke free and drug free environment. As such smoking (including e-cigarettes), drinking alcohol and the use of illegal drugs are strictly forbidden. Offenders will meet with serious penalties, which include exclusion, if the School wishes to take such action. The law requires that illegal drug users are reported to the proper authorities.

2. Bags

- All school items are to be kept in official John Wollaston schoolbags. Bags must be stored in the appropriate designated area for the duration of the day.

3. Non-school Equipment

- The School is not responsible for the theft, loss or damage of non-school items.
- No dangerous items or materials may be brought to school e.g. laser pointers, pocket knives.
- No aerosols are permitted. This includes aerosol deodorants.

4. Transport

- Bicycles must be padlocked to the bicycle rack.
- Cyclists must wear safety helmets whilst riding to and from school.
- Students who travel on private or public buses must adhere to all matters pertaining to the *Bus Code of Conduct Policy*. It is a requirement for passengers to wear seatbelts if they are fitted on a bus. The safety of the driver and passengers is paramount at all times. Students must follow the directions of the bus driver at all times.

SCHOOL UNIFORM POLICY: PRIMARY

1. UNIFORM AND PERSONAL GROOMING REQUIREMENTS

- 1.1 Pre-Kindergarten (Little Wollies) students wear the Sports Uniform polo shirt and school hat.
- 1.2 Kindergarten to Year 2 students wear the Sports Uniform every day.
- 1.3 Years 3 to 6 students wear the Formal Uniform and Sports Uniform on designated days.
- 1.4 Summer Uniform is worn in Terms 1 and 4. Winter Uniform is worn in Terms 2 and 3. In the event of unseasonal weather, the Principal will exercise his/her discretion.
- 1.5 The School hat or cap must be worn to and from school, and when moving around the School, during Terms 1 and 4. Wearing the School hat or cap is compulsory for outdoor activities all year.
- 1.6 Uniform items for boys and girls must not be mixed i.e. boys' shirt with girls' shorts will not be permitted.
- 1.7 Hem lines on girls' summer dresses and shorts, and winter skirts, must sit on the knee.
- 1.8 Boys' Formal Uniform shirts should be tucked in at all times.
- 1.9 Girls' Formal Uniform shirts can be tucked into or left out of, shorts, skirts or trousers. Jumpers must fully cover shirts when worn.
- 1.10 Girls' black tights must be a minimum denier of 60.
- 1.11 Tracksuit tops may not be worn in place of the School jumper.
- 1.12 Belts are to be black fabric or black leather.
- 1.13 When the tie is worn, all buttons of the shirt should be done up and the tie tightened around the collar.
- 1.14 The School jumper is a compulsory Winter Uniform item for students in Years 3 to 7. School jumpers must be worn when students are outside of the School, to and from school, for Chapel, assemblies and other formal occasions.
- 1.15 Students are required to wear Formal Uniform for special occasions e.g. Easter Service, Founders' Day, Praise and Thanksgiving, Valedictory and when representing the School. Formal Summer or Winter Uniform will be advised for each event.
- 1.16 A John Wollaston School backpack must be used to carry books and other personal property to and from school.
- 1.17 All items of clothing/personal equipment should be clearly marked with the full name of the student. Items that are found will be taken to Primary Reception or Student Services Reception.
- 1.18 All uniform items, except black college shoes, sports shoes and gumboots, are available from the School Uniform Store. Substitutions from other retailers are not permitted.
- 1.19 The School sells high quality second hand uniform items in the Uniform Store.

2. HAIR

- 2.1 Hair is expected to be clean, neat and out of the eyes.
- 2.2 Hairstyles are expected to be conservative. Excessively 'fashionable' hairstyles are not acceptable. The discreet use of styling aids and natural tints is acceptable.
- 2.3 Hair should be no shorter than a number four (4) blade. The layering of hair should not be extreme.
- 2.4 Flat tops, mohawks, undercuts, tracks or any other designs cut into the hair are not permitted.
- 2.5 The fringe should not hang across the eyes or face, nor should it interfere when a student is in class or playing sport. The fringe should not extend past the top of the eyebrow.
- 2.6 If hair is collar length or longer, it must be tied back using narrow elastic hair bands or scrunchies in one of the School colours being white, navy blue or red. Combs, clips and slides are used to keep hair tidy and should be in School colours. Hair ribbons, ties or clips in the House colours may be worn on House event days.
- 2.7 The acceptability of any hairstyle/colour is at the discretion of the Principal and students will be expected to adjust their hairstyle/colour without question if required.

3. APPEARANCE AND COSMETICS

- 3.1 Students may not alter or enhance their appearance by artificial means. This includes the following (but is not an exhaustive list): hair extensions, eyelash extensions/false eyelashes, fake tans or false nails.
- 3.2 Nail polish is not permitted. Fingernails are to be kept clean and trimmed short.
- 3.3 Eye liner, eye shadow, blush, mascara, lipstick and the like are not permitted.
- 3.4 The School is sensitive to cultural traditions. However, examples of what is not permitted include tattoos, real or fake and other forms of body decoration or branding.

4. JEWELLERY

- 4.1 Students are permitted to wear a plain wrist watch, a simple gold or silver chain with/without a crucifix or cross, and a Medic Alert bracelet or necklace if applicable.
- 4.2 Students with pierced ears are permitted to wear one matching pair of plain, gold or silver studs (no precious stones or jewels) or sleepers (one in each earlobe). Clear plastic spacers are not permitted in pierced holes.
- 4.3 Fundraising jewellery such as wrist bands and badges may be worn at the discretion of the Principal.
- 4.4 The School is sensitive to cultural traditions. However, examples of what is not permitted include decorative earrings, necklaces, rings, bracelets, ankle chains and other body piercing (e.g. nose, eyebrow, tongue and tragus).

5. SHOES

- 5.1 Shoes for both boys and girls are black college style leather lace-up shoes with conservative heel height.
- 5.2 Students are not permitted to wear shoes that are inappropriate for the uniform e.g. flat soles, dress shoes, suede shoes, patent shoes mary-jane style shoes, black leather sneakers or skate shoes. Shoelaces must be tied.
- 5.3 Pre-Kindergarten, Kindergarten, Pre-Primary and Year 1 students are encouraged to wear gumboots, supplied by families, for outdoor play in wet weather.

6. SPORTS SHOES

- 6.1 Students in Pre-Kindergarten to Year 6 will be expected to wear sports shoes that are predominantly white.
- 6.2 Dunlop Volley sports shoes are not considered appropriate for Physical Education at School.
- 6.3 Only sports shoes with white soles, or non-marking soles, will be permitted.
- 6.4 Sports socks for all students are John Wollaston School sports socks.

7. BATHERS

- 7.1 School bathers are an official part of the School Uniform.
- 7.2 All students participating in School swimming lessons and/or competing in Inter-House and Inter-School Swimming Carnivals are required to wear School bathers.

8. WET WEATHER

- 8.1 In cold or wet weather, only the School wet weather jacket and/or overpants may be worn.
- 8.2 Students in Pre-Kindergarten (Little Wollies) to Year 1 are encouraged to wear the School wet weather jacket and overpants for outdoor play in wet weather.
- 8.3 Pre-Kindergarten, Kindergarten, Pre-Primary and Year 1 students are encouraged to wear gumboots, supplied by families, for outdoor play in wet weather.

9. EXCEPTIONS

The School is sensitive to the cultural traditions and needs of individuals. Should a student and their family have a genuine need to seek an alternative or change to the prescribed School Uniform, they should in the first instance contact the Principal.

10. HOUSE COLOURS

CHARTER – green

HALE – blue

RAMSDEN – red

SCOTT – yellow



CODE OF CONDUCT: PRIMARY STUDENT AGREEMENT

PURPOSE

This agreement is for you, the Primary Students. By reading and discussing this document and the *Student Code of Conduct: Primary* with your class and teacher, you can be clear about how we learn and grow together at the School.

OUR GOAL

At John Wollaston we all care for each other. We are eager to learn and are open-minded to new experiences. We show respect for all, so that our school is a safe place for everyone. We are thinkers, learners and communicators. Staff and students are optimistic and work together as a team to do our best, whilst making learning fun. We have a positive attitude and by respecting our people, School Uniform and environment, we show pride and honour in our school.

Year 6, Class of 2020

OUR SCHOOL CORE VALUES

It is important that these core values are shown in all we do.

- **Respect** for ourselves, for others and the environment
- **Responsibility** for our actions
- **Honesty** in our interactions with others
- **Commitment** to achieve our best in all we do

YOUR AGREEMENT

Your teacher will discuss the *Student Code of Conduct: Primary* with you as part of developing your *Essential Agreement* at the start of the year. By following the points below, you will be actively working towards *Our Goal* and reflecting our Core Values. You will need to understand and agree to each item. Please tick them as you go.

- ☐ My teacher has discussed the *Student Code of Conduct: Primary* with me.
- ☐ I understand that the School does not allow any bullying, harassment or other forms of peer-to-peer abuse.
- ☐ I know that we are an IB School and through the Primary Years Programme (PYP) we work towards making the world a better place with our words and actions.
- ☐ I agree to follow the School Rules and follow the directions of school staff at all times.
- ☐ I agree to be respectful, kind and considerate to all staff, students, visitors and the wider community through words and actions. *The Golden Rule* to treat others the way you would like to be treated helps us to do this.
- ☐ I agree to respect the School's environment and the property of others.
- ☐ I agree to wear the School Uniform with pride.
- ☐ I agree to take responsibility for my actions.
- ☐ I will report inappropriate behaviour to staff so that it can be addressed.
- ☐ I understand that there are consequences for poor choices and the John Wollaston Character Quest explains this.
- ☐ I agree to be open-minded to learning new things and doing my best in everything I do.
- ☐ I agree to be actively involved in school life to help reach our goal.
- ☐ I agree to demonstrate respect for the privacy and human dignity of other students.
- ☐ I understand that this applies when I am at school, online, travelling to and from school and when doing school activities outside of school hours.
- ☐ I understand that I must not do anything that would reflect badly on the School.

I have read, understood and will follow the *Student Code of Conduct: Primary*.

Student Name: _____ **Class and Year:** _____

Student Signature: _____ **Date:** _____

My child has discussed the *Student Code of Conduct: Primary* with me. I will support my child to be a positive contributor to the John Wollaston Primary and wider school community.

Parent/Guardian Signature: _____ **Date:** _____