

- Ensure that personal behaviour does not contribute to inappropriate conduct of others.
- Identify factors that may contribute to inappropriate conduct and actively devise strategies to minimise these.
- Report all incidents of bullying, harassment or violent conduct in accordance with Department policies.
- Ensure compliance with the core expectations that the government and community have for public servants including teachers as set out in the values and principles contained in section 6 of the Public Sector Management Act 1994 (the Act) and the Teachers' Code of Professional Practice.

**Parents, caregivers and community members are expected to:**

- Work in partnership with the school to enhance the learning outcomes and support the well-being and conduct of their child.
- Support education staff in maintaining a safe, secure and respectful learning environment for all students.
- Contribute positively to behaviour, academic and other personalised support plans that relate to their child.
- Act appropriately on Department premises and ensure that personal behaviour does not contribute to inappropriate conduct of others.
- Be aware that threatening behaviour and harassment of staff or students is unacceptable.
- Respect and comply with reasonable requests or directions of the principal or other members of staff.

**Students are expected to:**

- Participate actively in their education program.
- Take responsibility for their conduct and learning.
- Demonstrate respect for themselves, other members of the education community and their learning environment.
- Learn and interact in a cooperative and courteous manner.
- Respect and comply with requests made by the Principal or school staff.
- Agree to abide by the requirements for access and acceptable use of information communication technology.



**Our School:**  
**a Safe and Happy Place for Everyone**

A Code of Conduct to promote respectful interaction on ACT Department of Education and Training Premises

ACT GOVERNMENT  
 Education and Training

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## PURPOSE

The ACT Department of Education and Training is committed to respecting human rights and protecting the safety and welfare of all persons in education and training settings.

This Code of Conduct outlines the responsibilities of community members, Department staff and students to promote appropriate and positive conduct and to prevent or minimise non-compliant and aggressive behaviours.

All Department staff, students, parents, carers and visitors have a right to be treated with courtesy and dignity and to participate in education environments that are safe, secure, supportive and free from bullying, harassment, discrimination and violence.

The ACT Department of Education and Training will not tolerate purposeful violence on their premises or towards their staff or students. Under Territory law it is an offence to behave in a disorderly, violent or offensive way on Department premises or fail to leave the premises if directed to do so by the principal, a person authorised by the principal or the site manager.

The Code of Conduct is underpinned by the ACT Department of Education and Training values and principles outlined in its Strategic Plan. These are:

Inclusivity – Transparency – Equity and Diversity – Respect and Tolerance – Excellence – Collaboration – Responsiveness – Innovation

**The Code of Conduct is also guided by relevant ACT legislation:**

- *Education ACT 2004*
- *Children and Young People Act 1999*
- *Human Rights Act 2004*

**The Code links directly with Department policies and guidelines that enact this legislation:**

- Providing Safe Schools P-12
- Countering Bullying, Harassment and Violence in ACT Public Schools.
- Countering Sexual Harassment in ACT Public Schools



- Countering Racism in ACT Public Schools
- Acceptable Use of Information Technology (IT)
- Complaints Resolution Policy
- Visitors in Schools Framework
- Unwelcome Visitors to Schools Handbook.

## RESPONSIBILITIES

**All members of the ACT community are expected to:**

- Conduct themselves in a respectful and responsible manner that recognises and respects the rights of others and is in compliance with the law.
- Comply with this Code of conduct when on Department premises.

**Principals and site managers are expected to:**

- Lead the implementation of the Code of Conduct within their setting.
- Model exemplary conduct by demonstrating the values and principles of the Strategic Plan.
- Communicate high expectations for the way in which staff, students, visitors and community members conduct themselves.
- Provide a safe, secure and supportive learning environment.
- Advise parents, carers and other members of the community of the appropriate Department mechanisms for lodging and dealing with complaints.
- Request any person acting in an offensive or disorderly way to leave the premises, and if necessary, as an authorised person, direct them to do so.
- Call the police if a person fails to follow a direction to leave the premises.

**Teachers and staff are expected to:**

- Work in partnership with parents and carers to enhance the learning outcomes and support the well-being and conduct of their child.
- Communicate high expectations for the learning achievement and conduct of all students.
- Ensure consistency and fairness in interactions with all members of the community.

