



Student & Family Code of Conduct Policy

Purpose

Corner Inlet College (CIC) is a small, relationship-focused learning community. This Code describes the conduct expected of students and their parents, guardians and families so that every student can learn in a safe, respectful and inclusive environment.

Shared Commitment

Enrolment at CIC is a partnership between the College, the student and the family. Each party is expected to communicate honestly, act respectfully and support the safety, wellbeing and learning of the whole College community.

Scope

This code applies to all CIC Students, Parents/Guardians:

- On all College grounds, during the school day;
- During excursions, camps, work experience, community activities and College events;
- While travelling to or from the College, including on College or contracted transport;
- When using College or personal devices on campus, accounts, networks or online learning spaces; and
- online or out-of-school conduct where there is a clear connection to the College or where the conduct affects the safety, wellbeing, rights, relationships or learning of a member of the College community.

Our Shared Standards

- **Respect:** treat others with dignity, fairness, kindness and courtesy.
- **Protect safety:** act in ways that support physical, emotional, cultural and online safety.
- **Respect diversity:** value difference and reject discrimination, harassment, vilification and exclusion.
- **Support learning:** attend, participate, communicate and work constructively with College staff.
- **Act honestly:** provide accurate information, accept responsibility and raise concerns truthfully.
- **Respect privacy:** protect personal and confidential information, images and communications.
- **Care for property and place:** respect College, community and personal property and the environment.

Student Responsibilities

CIC students are expected to:

- Attend the College regularly, arrive on time and participate in their learning to the best of their ability;
- Follow reasonable and lawful instructions from staff and comply with College policies and safety requirements;
- Use respectful language and behaviour, including when frustrated, in conflict or online;
- Respect personal boundaries, consent, privacy and the right of others to feel safe;
- Never bully, threaten, intimidate, discriminate against, sexually harass, assault or deliberately exclude another person;
- Never create, request, possess, show, send or share intimate, sexual, degrading or private images or recordings of another person without consent;
- Not bring, use, distribute or be affected by alcohol, illicit drugs, vaping products, weapons or other prohibited or dangerous items;
- Use digital technologies, devices and social media safely, lawfully and in accordance with the College Digital Technologies Code of Practice;
- Care for College facilities, resources, vehicles and the belongings of others;
- Tell a trusted adult about unsafe, harmful or concerning behaviour and cooperate honestly with College enquiries;
- Accept reasonable consequences, participate in restorative processes where appropriate, and take steps to repair harm.

Parent/Guardian & Family Responsibilities

Parents, guardians and family members are expected to:

- Actively participate in communications with staff, students and other families calmly, courteously and respectfully;
- Support regular attendance, punctuality, learning participation and compliance with College policies;
- Provide complete, accurate and timely information relevant to the student's education, health, safety, care arrangements and support needs, and promptly advise the College of changes;
- Work collaboratively with the College, attend requested meetings and support agreed plans, reasonable consequences and safety measures;
- Raise concerns through the College Concerns and Complaints Policy and allow the College a reasonable opportunity to respond;
- Respect the privacy and confidentiality of students, families and staff including not seeking confidential information about another students;
- Not approach, question, photograph, record, threaten or discipline another person's child;

- Not use social media, group chats or public forums to harass, intimidate, defame or disclose private information about members of the College community;
- Follow reasonable directions while on College grounds, at College activities or using College transport;
- Ensure that only authorized persons communicate with the College or make decisions on behalf of the student unless written authority has been provided.

Unacceptable Conduct

Unacceptable conduct includes, but is not limited to:

- Violence, threats, intimidation, bullying, cyberbullying, stalking, harassment or coercion;
- Sexual harassment, sexual misconduct, harmful sexual behaviour or sharing private or intimate material;
- Discrimination, racism, vilification or conduct that undermines cultural safety or inclusion;
- Possession or use of weapons, drugs, alcohol, vaping products or dangerous items;
- Theft, deliberate property damage, unsafe conduct or serious disruption to learning;
- Dishonesty, retaliation, witness interference or deliberately obstructing a College investigation;
- Abusive, aggressive, defamatory or persistently unreasonable conduct by a student or family member;
- Serious or repeated breaches of College policies, safety plans or reasonable directions.

Conduct of this nature will result in the student's immediate suspension pending investigation and a formal review of their enrolment status.

Responding to Concerns

The College is committed to working openly and respectfully with students and families to understand concerns, address issues early and achieve a positive outcome wherever possible. Communication about behaviour concerns should occur by phone, email or through a scheduled meeting. Text messaging should not be used for discussing detailed, sensitive or confidential matters.

The College will respond in accordance with the Student Behaviour & Discipline Policy, Child Safety and Wellbeing Policy, Concerns and Complaints Policy and any applicable legal reporting obligations. Responses will consider the conduct, its impact, the student's individual circumstances and any safety risks.

A breach may result in support or restorative action, a formal direction, restricted access or communication, a behaviour support plan, suspension or termination of enrolment. Serious

conduct may require immediate protective action and referral to Victoria Police, Child Protection or another relevant authority.

Students will be treated fairly, and where possible, given an age-appropriate opportunity to be heard and supported to participate in decisions that affect them.

Related Policies

- Enrolment Agreement
- Student Behaviour & Discipline Policy
- Child Safety and Wellbeing Policy
- Concerns and Complaints Policy
- Bullying Prevention Policy
- Digital Technologies Code of Practice
- Attendance Policy
- Privacy Policy

Acknowledgement

Student name and signature	Date
Parent/guardian 1 name and signature	Date
Parent/guardian 2 name and signature	Date

Internal Use Only Section

Policy owner	Corner Inlet College and Board of Directors	Approved by	CIC Board of Directors
Approval date		Effective date	
Review cycle	Every 2 years or where appropriate	Next review	July 2027
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