



# Western Heights High School



## STUDENT CODE OF CONDUCT

Western Heights High School will provide every opportunity for ākonga/students to excel and reach their individual peaks. Our Conduct aims to support this by promoting learning, supporting behaviour that is responsible and protects mutual rights.

### Preferred Practices

The goal of preferred student practices is to provide a positive learning environment. It is the responsibility of all students at WHHS to strive for their personal best. This responsibility is a whole school approach to teaching and learning. This goal requires that students take ownership of their behavior, have pride in their appearance and follow the school's Behaviour Management System.

### Ākonga will:

- Support and respect their teachers and peers
- Learn and respect the right of others to learn
- Be aware of the consequences associated with positive and negative behaviours
- Repair and rebuild working relationships with teachers and students where conflict has arisen
- Undertake the core routines and responsibilities agreed to by the class and in the school pastoral and discipline plan
- Use respectful and appropriate language

### Personal Responsibility

- Wear Western Heights High School uniform correctly and with pride
- Take responsibility for personal property, ensuring your belongings are named clearly and stored safely
- Permitted jewelry as follows; one small stud in each ear, other piercings can be maintained with a small clear plastic keeper, a watch, and single item of cultural or religious significance e.g. pounamu/crucifix
- Students may wear makeup as long as it is faint and inconspicuous
- Clean shaven
- Not bring valuable property or large sums of money to school.
- Recognise that bus travel is a privilege. Misbehaviour may mean a loss of that privilege.

### Inclusivity

Western Heights High School provides a place of learning which is safe, inclusive and free from racism, discrimination and bullying.

- No bullying, fighting, harassment or misconduct
- Agree to comply with the school rules on acceptable use of internet and devices

### Digital Citizen Agreement

Ākonga are to familiarise themselves with the school's Cyber Safety Policy and the responsibilities and rules therein. This information can be found in the enrolment application and specifically includes:

- All devices brought to school are the student's responsibility and insurance is parent/caregiver responsibility
- Device use in class is at the teacher's discretion.
- All communication via any technological device and internet system will not be used to humiliate, degrade, harass, threaten, offend or defame any person, including fellow students and staff.
- Never write or participate in online bullying. This includes forwarding messages and supporting others in harmful, inappropriate or hurtful online behavior.
- Do not film, audio record or photograph anyone, staff or fellow student, without their consent.

### Smokefree and Vapefree Policy

Our kura promotes a smokefree and vapefree lifestyle to all members of our community. Our smokefree and vapefree policy allows us to comply with the Smokefree Environments and Regulated Products Act 1990, which directs that all school buildings and grounds are smokefree and vapefree 24 hours a day, seven days a week.

**NB: Property may be confiscated by a staff member. All care but no responsibility will be taken by the staff member to protect the property. Property will be returned by arrangement.**

### Laws of the Country

In particular, this means that in addition to following New Zealand and Rotorua Lakes council laws, ākonga will

- Wear a cycle helmet when cycling to and from school
- Not smoke, vape, supply or use alcohol or drugs

- Respect personal property, theft will not be tolerated
- Cars and motorbikes will be used in accordance with NZ Motor Safety Standards. This includes parking.

### **School Buildings, Grounds and Facilities**

Our ākonga are environmentally aware and are to demonstrate pride in their surroundings and environment.

- Report damage immediately
- Use formed pathways
- Return school property which has been loaned
- Refrain from defacing buildings or property with graffiti
- Dispose of rubbish/waste sustainably, do not litter.

**NB: Damage caused deliberately, or through carelessness, will be a charge on the student (and parent/caregiver).**

### **Core Routines**

Students will follow the routines that enable the efficient running of the school.

- Attendance will be punctual and regular.
- All students arriving after 8.55am must sign in with Attendance. Parents/Caregivers should advise school as soon as possible of the reason from absence (either call or note)
- All students leaving school grounds for an appointment (eg doctor, dentist etc) must have a note for their absence from Parent/Caregiver. Students are to sign out with Attendance (beside student reception) and sign in on return
- Access to and from the school will be via the main gate and Steeles Lane gate.
- Students must stay on school grounds during break times.
- No responsibility will be taken for students who have Parent/Caregiver permission to drive vehicles to and from school. Students will not be given permission to drive motor vehicles during the official hours of the school day unless there is written permission granted by the Parent/Caregiver.
- No responsibility will be taken by the school for the security of vehicles parked at or adjacent to the school
- When leaving WHHS permanently a leaving form must be completed by the ākonga/student and signed by the parent/caregiver

### **Discipline and Pastoral Care Plan (as part of the Behaviour Management System)**

WHHS ākonga will make every attempt to support each other and teachers in their consistent use of Code of Conduct. As part of the whole school approach, a Discipline and Pastoral Care Plan are in place. This plan has five avenues to aid students at WHHS in maintaining or implementing these practices:

1. Peer Support
2. House Tutors
3. Heads of House
4. Guidance Counselors
5. Discipline Procedures

Early involvement of parents is an important part of the school Discipline and Pastoral Care Plan. Parents/Caregivers are encouraged to contact the school to discuss their concerns.

### **Discipline Procedures**

By House Tutor, Class Teacher

- Individual and/or group counseling
- Imposition (eg additional homework)
- School "community work" (eg picking up litter)
- Detention
- Parent/Caregiver contact
- Confiscation of property (e.g non uniform)

By Heads of House, HoF's, Assistant Principal, and Deputy Principals. The above, plus:

- Class change
- Withdrawal from class
- Parent/Caregiver meeting

By Principal. The above, plus:

- Stand down
- Suspension (Suspensions are referred to the Board of Trustees and actioned through the Board's Disciplinary Committee)