

Eynesbury is a specialist senior college dedicated to the pursuit of academic excellence and the development of the full potential of its students. Certain rules are unavoidable if our community is to work towards these goals. Eynesbury's rules are appropriate to a learning environment which respects students as emerging young adults.

In choosing Eynesbury you agree to work within the framework offered by our Code of Behaviour and Rules, a framework which is intended to offer everyone in the school community a place to work and study which is safe, tolerant and fair. It is not negotiable. We have an absolute commitment to ensuring that every student can work without hindrance.

You can be sure that if you act as a young adult you will be treated accordingly. Responsibility comes with rights.

SAFETY

1. **Laboratory Safety** - You will be issued with a code for safe laboratory practice. Read it carefully and follow the elementary precautions outlined.
2. **General Safety** - You are expected to display a common sense approach to safety. Any behaviour which endangers yourself or others is unacceptable.
3. **Crossing Franklin St.** - You are strongly advised to use pedestrian crossings in accordance with requirements under National Road Rules.
4. **Rules for the Terrace** - The outdoor Terrace on the Second Floor is for quiet study and relaxation. Irresponsible behaviour such as ball games, leaning over the parapet wall, or any other activity which endangers people, will lead to offenders being barred from the Terrace or suspended from the school.
5. **Ball Games** – (including Hackysack) are prohibited in all parts of the building and in Franklin Street.
6. **Skateboards and Bicycles** – may be secured in the bike rack in the basement of the College (at students' own risk) and must not be brought into the building.
7. **Victoria Square** – Ball games and other activities which endanger students and members of the public are prohibited in Victoria Square.
8. **Opening and Closing Times** – The doors to main campus will be opened at 8.00 am and closed at 5.35 pm daily.
9. **Driving to School** – Any student who wishes to drive to school must complete the appropriate College registration form. The right to drive to school is one which may be withdrawn in the

event that the College receives evidence that a student has been driving dangerously. Students are driven by other students at their own risk.

HEALTH

10. **Medication** - You have a responsibility to notify the school if you take prescribed medication and, in instances where illness is serious and on-going, the doctor's name and telephone number also.
11. **Prohibited Substances** - Tobacco, alcohol and prohibited drugs constitute health risks and their consumption is prohibited. If you are found in possession of prohibited drugs you may have your enrolment terminated immediately. The College has a legal obligation to report breaches of the law to the police.
12. **Smoking** - If you are found smoking within a defined perimeter around the school you will be suspended automatically for two full school days starting from the day after the offence. Repeat offenders may be suspended for longer periods at the discretion of the Principal or Deputy Principal. If you smell of cigarette smoke you will be asked to leave the classroom as a consideration for other students.

CODE OF BEHAVIOUR

13. **Respect and Tolerance** - We are a small community of scholars. You are expected to show respect for and tolerance of your peers, the first requirement of civilized behaviour, in the way you relate to others and their views.
14. **Community Awareness** - We are a city school. While you are not immediately identifiable as an Eynesbury student by uniform, remember that your behaviour, good and bad, reflects upon the school, and that all of us have obligations to the businesses in the immediate vicinity and the people who work there. The school takes its civic responsibilities seriously. We expect you to do so too.
15. **Food, Drink and Gum** - You are asked not to consume food and drink in school buildings other than in clearly designated areas and never in classrooms. Consumption of gum anywhere in the building is prohibited.
16. **Punctuality** - You may be excluded from class if you are late for the start or persistently late back from breaks. Lateness disrupts the flow of a lesson and affects other students' learning.
17. **Dress** - There is no uniform but there is a clear expectation that your dress will be neat, clean and casual, and a common sense requirement that footwear is worn at all times. If in doubt

about any aspect of the dress code please see the Deputy Principal.

18. *Mobile Phones* - If you own a mobile telephone turn it off as soon as you enter the building. Mobiles are disruptive and increasingly distract students' attention from more important concerns.
19. *Ipods* – Ipods may not be used in class except when students are working on individual tasks, and then only with the explicit approval of the class teacher whose judgement is final.
20. *Off-limits* - Neighbouring hotels and snooker parlours are off limits.

SUSPENSION/TERMINATION OF ENROLMENT

21. *Policy* - Certain forms of behaviour are unacceptable and may result in either suspension of a student's enrolment for a defined period of time or, in the event of persistent or serious misbehaviour, termination of enrolment.
22. *Examples* - They include: discrimination against and/or harassment of others on grounds such as race, sex and disability; disregard for safety issues; failure to attend class without adequate explanation; bullying; disruptive or dishonest behaviour both in and outside of the classroom; theft; breach of the school's computer Appropriate Use policy; and disregard for the school's policies on smoking, alcohol and drugs.

ATTENDANCE

23. *Attendance* - We place a high value on regular attendance in a school where there are two lessons per week in each subject, each lesson being of one hour and 50 minutes. A lesson missed is half the week's work while irregular attendance also suggests that not all is well academically. It is important then that the following procedures for reporting absences are followed closely.
24. *Reporting Absences* - If you will be absent for any reason it is important that a parent/caregiver promptly informs the school. If you fall sick during the day and have to leave it is your responsibility to notify the Year Co-ordinator, teachers and Front Desk.
25. *Re-entry to Classes after an Absence* - You will be readmitted to classes after showing the teacher a pass issued by either the Secretary, Ground floor (in the event that a parent/caregiver has rung in to explain your absence) or the Deputy Principal/Year Co-ordinator (in the event that a parent/caregiver has not rung in).
26. *Catching Up* - It is your responsibility to find out what work was missed and catch up, preferably before the next class.

Policy Revision

This policy may be revised from time to time without notice. The current version is always available in electronic form from staff at Front Desk or on *Policies at Eynesbury* on staff computers.