



## BOX HILL INSTITUTE - STUDENT CODE OF CONDUCT

The Student Code of Conduct applies to all students across the Box Hill Institute and Centre for Adult Education community and aims to ensure the safety, comfort and well-being of everyone including children at the Institute.

A Student commits misconduct if they engage in actions which adversely affect the Institute or any member of the Institute or which may be prejudicial to the good order and conduct of the Institute.

### Ensure your actions and words support teaching and learning:

- Be punctual and meet all attendance requirements, submit your own words truthfully and on time.
- Follow your teacher's instructions and directions in a prompt and respectful manner.
- Produce identification or your student ID card if requested by an Institute staff member.

### Respect yourself and others:

- Harassment, assault or abuse of any kind including verbal, physical, psychological and sexual as well as bullying, including cyberbullying, is not acceptable and will not be tolerated.
- Child abuse and all forms of harm to children under the age of 18 years is not acceptable and will not be tolerated.
- You must not use information communication technologies (ICTs), such as social media, mobile phones, text or instant messaging and websites to engage in behaviour that could be reasonably considered to have a negative impact on yourself or another person, cause them harm, or make them feel unsafe.
- Respect the right to privacy and the property of others including their intellectual property.
- Be free from the influence of alcohol and/or drugs on campus. Students under the influence will be requested to leave the Institute.
- Illegal activities will be referred to the police.
- Refrain from smoking in all campus buildings and grounds, or littering or damaging, stealing or misusing any Institute property.
- Comply with Box Hill Institute policies and procedures.

The Institute acknowledges that staff, students and official visitors to the Institute have a right to freedom of speech and academic freedom so long as this is respectful, relevant to their area of expertise / studies /experience and does not breach the Staff or Student Code of Conduct.

Breaches of the Student Code of Conduct may result in action according to Institute policies and procedures including the Student Conduct Management Policy and Procedure.

Document: **STUDENT CODE OF CONDUCT**

Document No.: **SXP-STL-SCC001**

Process Area: **Student Experience**



## Document Owner

Owner	Author	Approval Date
Executive Director Student Experience	Executive Manager Student Life	5 Sept 2020

## Approval Body

The CEO is the approval body.

CEO Signature	Approval Date
Vivienne King	7 Sept 2020