

# Sienna Academy Student Code of Conduct

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The Sienna Academy is committed to delivering highly professional programs within a safe and nurturing environment which accounts for the needs of individuals in the context of the larger school community.

## **This Code of Conduct is for:**

All students, short term students and student placements of the Sienna Academy.

## **Overview:**

This Student Code of Conduct will serve its purpose when seen as a document whose primary objective is to prepare a healthy working ground which aims to both prevent conflict within the student body and provide direction toward resolution between parties should the need arise.

In the event that conflict resolution processes are required, Sienna Academy will appoint a professionally trained and experienced mediator whose services the student/s can access for this purpose.

This Student Code of Conduct forms part of the Sienna Academy's enrolment procedure and, as such, it is a requirement that this document be accepted and agreed upon by each person seeking enrolment as a student of the Sienna Academy.

Each student as an individual and the student body as a whole will be expected to take responsibility for the adherence to this Code of Conduct.

The examples of inappropriate behaviour given in this document are not meant to be exhaustive but merely provide direction as to what may constitute a breach of this Code.

## **Student Code of Conduct:**

The Sienna Academy is committed to **Self Responsibility, Respect, Support and Compassion**

This code is therefore about the way Sienna Academy expects students to interact with and offer support to other students, teachers and guests of the Sienna Academy; it requires you to be responsible for your interactions with others in a way that demonstrates that you acknowledge the context of their situation, are sensitive to their needs and take account of their feelings.

## **Possible examples of behaviours that would not meet this requirement are:**

- Rude or dismissive response and/or being non understanding of others.
- Not accepting, in a positive and willing manner, complaints or feedback that would enable you to improve the quality of your learning or interactions with others.
- Not understanding or respecting cultural diversity.

## **Commitment to creating a safe environment**

All Sienna Academy teachers and students have a responsibility to create an environment for themselves and other students and visitors which prioritises the physical and psychological safety of every individual.

If you are unwell and may be suffering from an infectious ailment you should not attend class.

Any harassment, intimidating behaviour or use of your position to gain an unlawful or emotional advantage over another student, teacher, guest or contractor (workman) person will not be tolerated.

**Possible examples of situations that would not meet this requirement are:**

- Bullying, threatening and/or intimidating behaviour towards others.
- Harassment, of any nature (physical, verbal, emotional or sexual), of others.
- Allowing safety hazards to remain as a risk to yourself, other students, teachers and visitors.

**Equitable relationships**

It is expected that Sienna Academy teachers, guests and students will value diversity and that you will treat all people fairly and equitably; this also means that you will not apply any unjustifiable favourable or unfavourable treatment to any person in any situation.

**Possible examples of actions that would not be acceptable are:**

- Any form of discrimination whether by age, gender, sex, sexual preference, marital status, family responsibilities, pregnancy, race, colour, and religion, physical or mental impairment.
- Patronage or favouritism of any kind that results in an unfair benefit or detriment to others.

**Ethical conduct**

Conduct of Students is required to be professional and above reproach in relation to the intent or the perceived meanings of their actions; this includes doing your best to meet specified performance standards and asking for support if needed.

You are required to conduct yourself in a politically neutral manner and are not to use your position for personal gain

You are expected to avoid conduct in your personal life that would adversely affect either the Sienna Academy or your standing as a Student of the Sienna Academy

**Possible examples of behaviour that would not be acceptable are:**

- Acceptance of any gifts that have a significant monetary value and/or where such a gift could be seen to influence decision-making.
- Unauthorised use of the Sienna Academy's facilities and/or equipment.
- Unbecoming conduct that would adversely affect the Sienna Academy and other students.
- A student using their learnt knowledge to "diagnose" the work of a fellow student and discuss this diagnosis with other students without the permission of the individual.

**Accountability and Due Diligence**

This requires you to strive to your best ability in the learning process to achieve the necessary standard.

You are expected to exercise honesty and proper respect for your fellow students, their personal possessions and the equipment of the Sienna Academy.

### **Possible examples of behaviour that would not be acceptable are:**

- Poor performance with respect to handing in assignments by the expected date.
- Improper, inefficient or ineffective use of resources and materials.
- Not reporting any illegal or inappropriate actions.
- Dishonesty.
- Unauthorised use of another student's equipment or the Sienna Academy's equipment.

### **Confidentiality and Public Comment**

All students, teachers and guests of the Sienna Academy have the right to privacy and confidentiality relating to information about students, teachers and guests of the Sienna Academy

There should always be confidentiality with respect to information shared during Case Studies and related medical discussions.

You may only release information to a third party when there has been prior proper and adequate authorisation; this especially applies to the release of information to the media.

### **Possible examples of behaviour that would not be acceptable are:**

- Improper use of disclosure of students and teachers personal information, and the information pertaining to individuals discussed in Case Studies and medical discussions
- Statements made to the press or to other unauthorised external bodies about the Sienna Academy without proper authorisation

### **Breaches or alleged breaches of the Code**

As far as possible the student group will be asked to self regulate with respect to breaches of the code with the intention of bringing any breaches to resolution. If this is not possible and it is deemed necessary to call in professional help, this will be at the expense of the student/s breaching the code.

When there is a serious dispute between students those involved must agree to mediation if they wish to remain on the course. The student counsel person must be professionally trained in mediation. The cost of involving a councillor will be met by the students involved in the mediation

If a subsequent breach occurs of a similar nature after due participation in mediation or a facilitated process, then the enrolment of the student may be terminated.

### **Conclusion**

This document aims to raise awareness in all the areas mentioned above so that students can pursue their studies in a safe and supportive environment.

Student's Name \_\_\_\_\_

Student's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Teacher's Signature \_\_\_\_\_ Date: \_\_\_\_\_