17th March 2015.

Dear Parent/Carer,

I referred to the Code of Conduct in last week’s newsletter.............

When our community all come together with similar high expectations, this can be a powerful message for our students. I ask all families to review this document.

Regards,

Brett Thurgate
PRINCIPAL.

CODE OF CONDUCT

All members of the school community, both as individuals and in groups, must maintain acceptable standards of behaviour. At all times, students must show consideration for others, courtesy, and a respect for the school environment.

Port Macquarie Public School exists as a place where a complete education may be undertaken in a helpful and co-operative environment. It is important that an atmosphere exists which will foster the development of the mind, body and character. It is essential, therefore, that all associated with the life of the school regard themselves and other persons with dignity and respect. It is important all learn the importance of co-operating in a community with many diverse interests. Students are encouraged to develop a common concern for the wellbeing of all members of the school community.
The school values of respect, safety, responsibility and co-operation are acknowledged and practised in our school.

**Expected Standards of Behaviour for Students**

All students are expected to comply with the 'Core Rules for Students in NSW Government Schools'. They are:

- Attend school every day unless they are legally excused, and be in class on time and prepared to learn.
- Maintain a neat appearance, including adhering to the requirements of the school’s uniform or dress code policy.
- Behave safely, considerately and responsibly, including when travelling to and from school.
- Show respect at all times for teachers, other school staff and helpers, including following class rules, speaking courteously and co-operating with instructions and learning activities.
- Treat one another with dignity and respect.
- Care for property belonging to themselves, the school and others.

Behaviour that infringes on the safety of others, such as harassment, bullying and illegal or anti-social behaviour of any kind, will not be tolerated.

These core rules are supported at Port Macquarie Public School and are reflected in our values of respect, safety, responsibility and co-operation.

**5 Fair Rules**

1. I can follow instructions.
2. I can listen.
3. I can use my hand and wait.
4. I can work quietly.
5. I can control what I do and say.
Excursions

- All school activities in which children leave the school grounds require suitable behaviour and an increased emphasis on the importance of complying with teacher directions.
- Roads are to be crossed only under direct teacher supervision.
- Students must remain seated and wholly within vehicles while being transported.
- Students must remain with their school group unless given direct permission from their supervising teacher to leave the group.
- Students should comply with reasonable directions by any adults who assist in the supervision of students during excursions.
- Students whose school behaviour is unacceptable will be refused permission to accompany out of school excursion groups. These students will complete work at school which relates to the educational outcomes to be explored by the excursion.

Permission to represent the school in sporting and cultural groups will also be refused if standards of behaviour are not acceptable.

Standards of Dress

- It is the policy of this school and its supporting community that students are to wear the correct school uniform.
- The wearing of school uniform unites the students as a team and strengthens the protection and supervision of students whilst at school.

Attendance

- All students are expected to attend each day on which the school is open.
- Students are expected to attend for the whole school day and to arrive at classes punctually.
- A complete attendance policy exists within the school to support positive student welfare practice.

Expected Standards of Behaviour for Staff

As employees of the Department of Education and Communities NSW the staff at Port Macquarie Public School is bound by a Code of Conduct set by this department. This code clarifies the type of conduct expected of staff in the performance of their duties in a professional manner.
Expected Standards of Behaviour for Parents and Community Members

- You are a welcome member of our school community. Show due respect to students, staff and fellow school community members.
- Support the judgement and integrity of school staff. Procedures are available to address issues at an appropriate forum.
- Appreciate the contribution and commitment of staff and other community members. They give of their time and resources to provide an education for your child.
- Encourage all children to participate in school activities without the use of force or threatening behaviour.
- Encourage children to be honest and to conduct themselves within the school rules.
- Encourage children to attempt all tasks to the best of their ability and recognise their efforts. Never ridicule a child. Have realistic expectations.
- School staff, students and parents are expected to be appropriately dressed whilst at school or at school functions.
- Intoxicated or drug affected persons are not permitted at the school. Schools are drug and alcohol-free zones as per guidelines set down by the Department of Education and Communities.