



Policy & Procedure: College Standards | Resident Code of Conduct

Responsible To: Deputy Head of College and Head of College

Pertains To: Residents

Monitored By: Student Leadership and Student Services Team

Purpose:

John XXIII College is committed to fostering a culture reflective of our core values:

- **Respect:** Demonstrating care and regard for the feelings, wishes and rights of others, and upholding gender equality.
- **Integrity:** Prioritising honesty and personal accountability.
- **Courage:** Exhibiting mental and moral strength and perseverance when navigating difficult.
- **Empathy:** Understanding and acknowledging the feeling and perspectives of others.
- **Gratitude:** Expressing thankfulness and appreciation for our opportunities and blessings.
- **Inclusivity:** Embracing and respecting human diversity.

This policy aims to cultivate an inclusive environment within John XXIII College by establishing clear expectations and guidelines for conduct aligned with our values.

Code of Conduct:

Breaches of conduct can be categorised according to the following response framework:

\$50 Fine and/or Restorative Service	Health and Wellbeing Education and/or Restorative Pathways and Discipline	High Level Discipline (Restorative Practice, Suspension, Exclusion)
<ul style="list-style-type: none"> • Lockouts (3 per term, 4th lockout met with \$50 fine, count resets at end of term and/or when 4th lockout is registered) • Possession of articles which present a fire risk (examples: candles and incense) • Misuse of resources and facilities • Property damage (with responsibility to cover expense of damages) • Failure to clean up common spaces (+ \$ to cover expense of cleaning staff) • Quiet Time (QT – 10:30pm) and Absolute Quiet Time (AQT - 24/7 during exam periods) breaches • Smoking and vaping indoors • Disregarding reasonable instruction/requests or Disrespect towards student leadership and/or staff • Failing to meet dining room dress regulations (shoes and clothing) • Compromising College security and student safety • Failure to attend mandatory training/sessions 	<ul style="list-style-type: none"> • Repeated QT and AQT breaches • Repeated misuse of resources and facilities • Reckless and self-endangering behaviour • Failure to intervene – passive participant • Repeated failure to attend mandatory training and information sessions • Discrimination • Academic failure 	<ul style="list-style-type: none"> • Wilful damage to property • Reputational damage to College • Theft • Aggressive or intimidating actions • Actions that compromise the safety of the community • Tampering with emergency equipment • Harmful behaviours (Refer to relevant policy) • Drug and illegal substance use (Refer to relevant policy) • Hazing ("any activity expected of someone joining or participating in a group that humiliates, degrades, abuses or endangers them, regardless of their willingness to participate.")

NOTE:

- Behaviours are not necessarily isolated to a single stream response.
- The above table is not an exhaustive list.
- Fines: Payable by the student NOT the account holder via Eftpos, facilitated by Student Services. This money funds community events and projects.
- Restorative Service: Service to the community instead of paying a fine: Examples include working in the kitchen for a meal service duration.

Procedure:

1. Report incidents/breaches of the Code of Conduct to senior executive leadership and the Student Services team.
2. Student Services initiate a report debrief and provide ongoing support for all parties involved.
3. Investigate the breach with all relevant parties. A support person is permitted as part of this process.
4. Communicate the written and verbal outcome of the investigation to all parties, including relevant student leadership members and the account holder. A support person is permitted to attend this meeting.
5. Allow 2 business days for an appeal of the investigation outcome.
6. Review the appeal and communicate (written and verbal) the outcome of the appeal. A support person is permitted to attend this meeting.
7. Document the investigation.

Escalation Process:

Repeated behaviours will escalate to disciplinary action, inclusive of Formal Warnings, Final Warnings, Suspension and Exclusion.

1. Formal Warning: A written communication from the College outlining reason and accountability both discipline and restorative.
2. Final Warning: A written communication from the College to the student and account holder outlining reason and accountability both discipline and restorative.
3. Suspension: Asked to leave the College for a determined period only returning after a meeting is held with the student and their account holder to support return to College.
4. Exclusion: Permanent departure from College within 48 hours. **NOTE:** The College is expected to report all exclusions to the ANU.

Agreement:

I have read and understand the Code of Conduct and I commit to upholding and fostering College values during my time at John XXIII College. I acknowledge my accountability for actions/inactions, pledging to be considerate, supportive, and respectful of all others. I will refrain from actions/behaviours that contravene these values or jeopardise the physical or mental safety of others.

NAME: _____ ROOM NO. _____ SIGNATURE: _____ DATE: _____