

Living in Community Framework

Rationale

Respectful relationships are central to the Santa Maria community. The Living in Community Framework provides guidance and direction in relation to how we live and work together, in community, at Santa Maria College. It needs to be reflective of our Catholic school context and therefore should seek to protect personal and school community safety, amend inappropriate behaviours, restore relationships, encourage reconciliation, enhance wellbeing, foster responsibility, enable personal growth, and promote the common good.

Vision Statement

Santa Maria College is a Catholic School in the Benedictine Tradition. Our students will be strong, compassionate and independent women who are critical thinkers and who seek to live out Gospel values with integrity, hope and joy.

Mission Statement

Santa Maria College is a Catholic Secondary College for girls, founded by the Sisters of the Good Samaritan in 1904. Our educational endeavours seek to nurture a search for truth, a spirit of inquiry and a deep love of learning. The life and teachings of Jesus energise our community and permeate all that we do. The parable of the Good Samaritan with its spirit of welcome, love, service and compassion gives a particular emphasis to the way we live out our Gospel challenge in this community. We celebrate our diversity by developing critical social awareness and a reverence for, and responsibility towards all creation. In this educational environment we strive to nurture an atmosphere of trust and hope where our students are accepted, affirmed, encouraged and challenged to grow to their full potential.

Living in Community

As a faith community centred on the person of Jesus and invigorated by the values of the Sisters of the Good Samaritan, we are called to be people of and in 'right relationships'. Being in a relationship is one of the most enriching experiences in our life. Relationships with people around us are the most precious and cherished things that bring meaning to life.

At Santa Maria College, we work in a spirit of collaboration, teamwork and partnership, witness to the possibility of Christian community. We aim to foster inclusive communities where all are encouraged to contribute with the "good gifts" given them (cf Rule of Benedict Prologue 21) and so build up the Body of Christ (cf 1 Corinthians 12).

As young women and people living in community, we have a responsibility to care and respect ourselves and the community in which we journey with daily. It is our responsibility to respect and value our individuality and those we meet each day.

From the College Student Wellbeing Policy

At Santa Maria College, we value the dignity of each person and promote the rights and responsibilities of both the individual and the community. We strive to work in unison to develop a sense of community. It is our mission to work together to provide a learning environment that respects the value of each person, in the spirit of Benedictine Spirituality. This is also endorsed in the National Safe Schools Framework. Restorative Practice underpins our Wellbeing Policy and Living in Community protocol. Restorative Practice helps lead us to achieve our vision of a supportive, positive and challenging learning environment in which all can achieve their best. Restorative practices are an approach to healthy relationships and student wellbeing. This approach to conflict resolution promotes resilience and aims to restore relationships. Restorative practices emphasises the strength and potential of each student. Through a restorative philosophy we believe we can best facilitate the wellbeing of and continue to improve learning outcomes for all students in our College community. We believe that the following principles underpin a vibrant and supportive learning community:

1. Quality relationships which maximise learning;
2. The establishment of clear expectations about behaviour;
3. Promotion of high support for teachers, students and parents;
4. Continual development of the relationships within the community through all levels of communication and interactions; and
5. The openness to work together to solve problems, promoting a Benedictine community.

Positive behaviour management assists us in implementing and integrating the principles of Restorative Practice, providing practical strategies and support for teachers, parents and students.

At Santa Maria College we actively model, teach and reinforce desired behaviour. We strive to implement consistent, reasonable and positive intervention to address challenging behaviours. Preserving and building students' self-esteem, as well as encouraging self-monitoring of behaviour, are fundamental components of our actions. As a community we actively address conflict to promote growth and development.

The key principles that underpin Restorative Practice are to:

- foster awareness in the student of self and others;
 - involve the student actively in decision making;
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- accept the ambiguity in a situation and move on;
- separate the deed from the doer;
- view every serious instance of wrongdoing and conflict as an opportunity for learning; and
- regard Restorative Practices as systemic, and relational, not situational.

Santa Maria College is an authorised school of the International Baccalaureate Middle Years Program (IBMYP). At the heart of the Middle Years Program (MYP) is the Learner Profile. In developing this document, we have considered the values and attributes embedded in the profile and as such have included these where appropriate.

The aim of all IB programmes is to develop internationally minded people who, recognising our common humanity and shared guardianship of the planet, help to create a better and more peaceful world. IB learners strive to be:

Inquirers	They develop their natural curiosity. They acquire the skills necessary to conduct inquiry and research and show independence in learning. They actively enjoy learning and this love of learning will be sustained throughout their lives.
Knowledgeable	They explore concepts, ideas and issues that have local and global significance. In so doing, they acquire in-depth knowledge and develop understanding across a broad and balanced range of disciplines.
Thinkers	They exercise initiative in applying thinking skills critically and creatively to recognize and approach complex problems, and make reasoned, ethical decisions.
Communicators	They understand and express ideas and information confidently and creatively in more than one language and in a variety of modes of communication. They work effectively and willingly in collaboration with others.
Principled	They act with integrity and honesty, with a strong sense of fairness, justice and respect for the dignity of the individual, groups and communities. They take responsibility for their own actions and the consequences that accompany them.
Open-minded	They understand and appreciate their own cultures and personal histories, and are open to the perspectives, values and traditions of other individuals and communities. They are accustomed to seeking and evaluating a range of points of view, and are willing to grow from the experience.
Caring	They show empathy, compassion and respect towards the needs and feelings of others. They have a personal commitment to service, and act to make a positive difference to the lives of others and to the environment.
Risk-takers	They approach unfamiliar situations and uncertainty with courage and forethought, and have the independence of spirit to explore new roles, ideas and strategies. They are brave and articulate in defending their beliefs.



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Balanced	They understand the importance of intellectual, physical and emotional balance to achieve personal wellbeing for themselves and others.
Reflective	They give thoughtful consideration to their own learning and experience. They are able to assess and understand their strengths and limitations in order to support their learning and personal development.

Restorative Practices

The most profound learning occurs when there is a healthy relationship between teacher and student. Restorative Practices assists teachers, students and parents to build, maintain and restore relationships. Restorative Practices will help build capacity to enable students to self regulate behaviour and contributes to the improvement of learning outcomes. Restorative Practices is a whole school approach to promoting resilience and building positive relationships. It is focused on helping young people become aware of the impact of their behaviour on others through personal accountability and learning from a conflict situation. An important component of restorative practices is the focus on restoring relationships after harm has been done.

Restorative Practices is:

- an approach to the management of inappropriate behavior;
- a way to achieve positive outcomes for students, teachers, families and the school community;
- useful in addressing a range of incidents;
- helps students learn from their mistakes, reconcile and resolve problems with others; and
- a strategy for enhancing pathway planning for young people.

The aim of Restorative Practices within the Living in Community Framework, is to work with members of the community to repair any hurt / damage caused to relationships as they are central to our College community. The aim is to have each member of the community recognise that they contribute to the community through their words and actions. If hurt or harm occurs, the aim is to have the person recognise and acknowledge their behaviour caused this hurt or harm and be involved in restoring the relationship/s this behaviour impacted. As a community we recognise that wrong-doing primarily causes harm to relationships, and that this harm must be repaired in order to move forward.

Central to the Restorative Practices philosophy is reconciliation, forgiveness, love, compassion and empathy.



Acceptable community behaviours	Responsibility to community
<p>Building Community: a commitment to respectful relationships</p> <p>Rationale: At the heart of Benedictine education is the value of living in community. Listen with the ear of the heart.</p> <p>Attributes of the Learner Profile: Thinkers, Communicators Principled, Open Minded, Caring & Reflective.</p>	<p>Students are expected to behave with integrity, respect and personal accountability. Students are expected to encourage, support and be responsible for their behaviour which should be positive and assist in building a community founded on Christian values.</p> <p>Behaviour which does not meet these expectations could include inappropriate behaviour, comments or actions, made physically, verbally or in written form, that may cause embarrassment, hurt, humiliation and/or fear in another or disrespectful. The College does not support in any way the vilification or harassment of any member of the community, in any form of communication.</p> <p>Consequences of not meeting these expectations:</p> <ol style="list-style-type: none"> 1. If a student behaves in an inappropriate way, the behaviour will be challenged by the staff member through the Restorative Practices approach. The student will be given the opportunity to reflect on their behaviour and explain why this occurred. The student will be reminded of the behaviour expected of a member of the Santa Maria community. 2. If the staff member is satisfied with the outcome of the conversation with the student, no further follow up is required. If the behaviour occurs again, the staff member may seek support from the Homeroom Teacher or YLTL if deemed necessary (in more serious circumstances). 3. If the staff member is not satisfied with the outcome of the conversation, the matter will seek support from the Homeroom Teacher or YLTL (in more serious circumstances). 4. Depending on the context of the situation, the Homeroom Teacher and / or YLTL will meet with the student using a Restorative Practices approach to ascertain the details of the incident and relevant follow up required. 5. At the discretion of the Homeroom Teacher and / or YLTL, parents / guardians will be contacted and may be required to attend a meeting. Possible consequences of the inappropriate behaviour may include an apology (written or verbal), a restorative meeting between the student and those affected or a restorative action. 6. If the inappropriate behaviour continues or is of a more serious nature, the YLTL and Deputy Principal – Learning & Life will work with the student and their family for a resolution. Appropriate consequences will be put in place to support the student to meet these expectations and may include in-house suspension and / or a Behaviour Contract with the College. Counselling support with the College Psychologist will also be offered as a means of support. <p>Please note in extreme circumstances, the College may be required to contact the Police if the incident is of a legal matter.</p>



Respectfully representing self & the College

Rationale: At the heart of Benedictine education is the value and dignity of oneself and others. Our College uniform is our public profile.

Attributes of the Learner Profile: Communicators, Principled and Balanced.

The uniform represents a connection and belonging to the College community and it is expected that the uniform will be worn respectfully and with pride at all times. The following expectations apply to the wearing of the College uniform. If a student is out of uniform a note from their parents/guardians is expected to be provided however this is only acceptable for short-term situations.

Summer Uniform: Terms 1 & 4

- College dress (minimum length must be to the knee)
- College jumper
- College blazer
- White knee-high socks
- Summer hat travelling to and from the College

Winter Uniform: Terms 2 & 3

- College skirt (minimum length must be to the knee)
- College white blouse
- College jumper
- College blazer
- Black tights
- College scarf (gold)

PE & Dance Uniform:

- College tracksuit
- College polo top
- Short white sports socks
- Sports cap
- College shorts
- College sports bag
- Sports runners
- Long-sleeve T-shirt (optional)
- College Vest (optional)

Hair:

- Must be tied back at all times, if longer than shoulder length.
- Is not allowed to be half up and half down in style.
- Should be natural in colour.
- Accessories should be school colours only – French navy, gold or white – and not fancy or decorative.
- Scarves are not to be worn.

Jewellery:

- One pair of simple studs or sleepers in the ear lobes only.
- Multiple and/or ornate earrings are not appropriate with the school uniform.
- Nose piercings are permitted and must be a plastic/clear colour.
- Under no circumstances are any other facial piercings permitted (eg: eyebrow, tongue or chin).
- No anklets or bracelets are permitted.
- One small crucifix necklace is permitted.

Make-up and coloured Nail Polish:

- Are not to be worn with the school uniform at any time.
- Tattoos are not permitted, this includes Henna tattoos.



Additional requirements:

- The College blazer must be worn as the outer garment when travelling to and from school. In Terms 1 and 4, the blazer is optional, however the jumper must not be worn as the outer garment at any time outside the College grounds.
- No other jackets or jumpers, apart from the College jumper, are permitted to be worn.
- If gloves are worn with the winter uniform, they must be navy in colour and not worn in class.
- The official school bag is the navy College Bag – Back Pack.
- Only black leather lace-up school shoes are permitted and the heel height must not exceed 2cm. T-bar school shoes are not permitted.
- If socks are worn with the winter uniform, they are not to be visible.
- The College jumper or the House polo shirt must not be worn as part of the PE uniform.
- The PE, Dance & Drama uniform is to be worn on days when PE & Dance are scheduled for students in Years 7 – 10. For VCE students, the PE & Dance uniform is to be worn only during scheduled classes, not to be worn when travelling to and from the school.
- If the incorrect footwear is worn, students may not be permitted to participate in practical activities.
- Students should not sit directly in the sunshine due to the risk of sunburn.
- Students that get piercings during the term are expected to meet these expectations and under no circumstances will be permitted to cover their piercings.
- Winter skirts are not to be rolled up and must meet expectations regarding minimum length.

Consequences of not meeting these expectations:

1. If a student is not in full uniform, the staff member identifies the issue with the student and asks the student to rectify the uniform infringement. The staff member then completes a yellow uniform slip and submits it to Student Reception. Student Reception will forward the yellow uniform slips to the relevant Homeroom Teacher.
2. If a student receives 3 yellow uniform slips, the Homeroom Teacher meets with the student to discuss the uniform concern and issues a restorative action.
3. If a student receives any further yellow uniform slips, the YLTL will meet with student to discuss the issues pertaining to the correct wearing of the uniform. Depending on the context, the YLTL may contact the parent / guardian, request a parent / guardian meeting, issue an afterschool restorative action. The item/s may also be confiscated until the end of term (eg: jewellery, jumper).
4. Any further uniform infringements will result in a meeting with the Deputy Principal Learning & Life and may include a parent meeting, the student sent home to rectify the uniform issue to change and return to school in correct uniform, and afterschool restorative action, and / or the loss of privilege of VCE study periods.
5. If the behaviour continues reflective of the student not meeting College expectations, the family will be



	<p>required to meet with the Deputy Principal Learning & Life and the College Principal.</p> <p>Please note the following:</p> <ul style="list-style-type: none"> • If a student is wearing the incorrect uniform such as the PE uniform without College approval, this will involve follow up by the YLTL and contact with the family to rectify the issue. The YLTL will work with the student and their family and put appropriate consequences in place to support the student to meet these expectations. • This applies for each individual term and consequences will not be carried over. • Legal requirements regarding hair being tied back and correct footwear support this expectation.
<p>Commitment to the community: attendance and punctuality</p> <p>Rationale: Being punctual is a life skill, which demonstrates respect for others, enhances learning and promotes involvement in the community.</p> <p>Attributes of the Learner Profile: Principled & Reflective</p>	<p>Students are expected to commit to attending school on a regular basis and active participation in the Santa Maria community. Students are expected to arrive at school and to all timetabled classes on time, each school day.</p> <p>Any student who arrives to Homeroom after the second warning bell (8.45am) must report to Student Reception and electronically register to obtain a Late Pass. The late pass must be presented to the Homeroom Teacher or Subject Teacher.</p> <p>A note of explanation, signed by parents/guardians must be presented to the Homeroom Teacher in a timely manner explaining the late arrival.</p> <p>Consequences of not meeting these expectations:</p> <ol style="list-style-type: none"> 1. After three unexplained late arrivals in one term, the Homeroom Teacher meets with the student to discuss the concern and relevant matters and issues a makeup service for the time absent / missed. This consequence may include a written explanation as to the impact of being absent from Homeroom and / or classes; an active service task that gives back to the community (eg: assist in the Library or Food Tech room, pick up litter, make up time at lunchtime); and / or completing tasks missed due to absence. The aim of the makeup service is to make up for the time absent. 2. After having completed the first makeup service, if the student then accumulates an additional two unexplained late arrivals without explanation, another makeup service will be organised by the Homeroom Teacher & parents/guardians contacted to indicate concern regarding late arrivals. 3. If the student is late (unexplained) on one more occasion, the YLTL will work with the student and parents/guardians to discuss the concerns regarding frequent unexplained late arrivals. The YLTL will put appropriate consequences in place to support the student to meet these expectations. 4. At the discretion of the YLTL and / or Deputy Principal, parents / guardians will be contacted and may be required



	<p>to attend a meeting.</p> <p>Please note the following:</p> <ul style="list-style-type: none"> • Consistent late arrival to school will involve follow up by the YLTL and contact with the family to rectify the issue. The YLTL will work with the student and their family and put appropriate consequences in place to support the student to meet these expectations. • This applies for each individual term and consequences will not be carried over. • Legal requirements regarding school attendance support these expectations.
<p>Commitment to the community: class attendance</p> <p>Rationale: Students are expected to be present each school day. Students contribute significantly to the development of respectful relationships in the College community and therefore need to be present.</p> <p>Attributes of the Learner Profile: Thinkers, Principled & Caring.</p>	<p>Students are expected to commit to attending school on a regular basis and actively participate in the Santa Maria community, focused on their learning. Students must attend all scheduled classes and events and remain on the College grounds at recess and lunchtime.</p> <p>Consequences of not meeting these expectations:</p> <ol style="list-style-type: none"> 1. Student Reception will notify the relevant YLTL and / or Deputy Principal Learning & Life. 2. YLTL / DP to ensure safety of the student as a priority. The College grounds must be searched to locate the student. 3. Depending on the context, the YLTL / DP may meet with the student to discuss the issues or send the student back to class. The relevant YLTL will also be notified if required for further follow up. 4. If the student cannot be located, only a YLTL or member of the College Leadership Team are authorised to contact the family to notify them. The family is asked to contact their daughter and then notify the College. If the student cannot be located, it is recommended that the family contact the Police. 5. When the issue pertaining to the unauthorised absence is determined, the YLTL will liaise with the Deputy Principal Learning & Life for further discussion. Depending on the context, the YLTL may request a parent / guardian meeting, issue a restorative action or in-house suspension. <p>Please note that legal requirements regarding school attendance supports this expectation.</p>
<p>Commitment to the community: school attendance</p> <p>Rationale: Students are expected to attend school every day to foster learning and to build respectful relationships.</p>	<p>Students are expected to commit to attending school on a regular basis and actively participate in the Santa Maria community. Students must remain present at school all day, attend all scheduled classes and events and remain on the College grounds at recess and lunchtime.</p> <p>Consequences of not meeting these expectations:</p> <ol style="list-style-type: none"> 1. The YLTL or Deputy Principal will contact the parent/guardian to notify them of the unauthorised absence and to



<p>Attributes of the Learner Profile: Knowledgeable, Thinkers, Principled & Caring.</p>	<p>ensure the safety of the student. The priority concern is to locate the student.</p> <ol style="list-style-type: none"> 2. When the student returns to school, the YLTL will meet with the student to discuss the issue relating to the unauthorised absence. 3. Depending on the context, the YLTL may request a parent / guardian meeting, issue a restorative action or in-house suspension. <p>Please note that legal requirements regarding school attendance supports this expectation.</p>
<p>Stewardship: respect for the environment</p> <p>Rationale: At the heart of Benedictine education is the value of living in community and our stewardship of the earth.</p> <p>Attributes of the Learner Profile: Thinkers, Principled, Caring, Knowledgeable & Reflective.</p>	<p>As a community, we have a responsibility to ensure we care for our environment, including classrooms, facilities, gardens and grounds. Students are expected to treat all College property with respect and care. There is an expectation that classrooms will be kept tidy and clean during the day. Graffiti and acts of vandalism of any sort will not be tolerated at Santa Maria College. At the end of each term, students will assist in cleaning of classrooms.</p> <p>Students are expected to place all rubbish in the bins provided and to care for the College through stewardship. This includes care for the gardens and general grounds and facilities. Students must not chew gum whilst at school.</p> <p>Consequences for not meeting these expectations:</p> <ol style="list-style-type: none"> 1. Students found to be chewing gum will be asked to put the gum in the rubbish bin. If this student is found to be chewing gum again, a lunchtime restorative action will be issued by the staff member. 2. Students found to be littering or disrespecting their environment, will be asked by a staff member to place the rubbish in the bin. Students who refuse to follow these directions will be issued a lunchtime restorative action. 3. A student who participates in any acts of graffiti or vandalism will meet with the YLTL to explain their behaviour. Where possible, any graffiti must be removed immediately by the offending student/s. The YLTL will contact parents / guardians and depending on the context may request a meeting or issue an alternative restorative action. 4. If the graffiti or vandalism is deemed significant, the YLTL and Deputy Principal: Learning & Life will meet with the student involved. The Deputy Principal: Learning & Life will contact parents / guardians to arrange a meeting. 5. Any student who continues to be disrespectful towards the College environment will be required to meet with the YLTL and Deputy Principal: Learning & Life to explain their behaviour. Depending on the context, a parent / guardian will be contacted to meet to discuss these concerns or an afterschool restorative action may be issued. <p>Please note the following:</p> <ul style="list-style-type: none"> • That if the graffiti or act of vandalism causes a financial cost to the College, the student or students



	<p>responsible will be expected to incur the cost.</p> <ul style="list-style-type: none"> • That Police involvement may be required at any point of this process as deemed necessary.
<p>Respect for others: appropriate use of technological devices</p> <p>Rationale: At the heart of Benedictine education is the value of living in community. Students are expected to behave with integrity, respect and personal accountability.</p> <p>Attributes of the Learner Profile: Thinkers, Communicators, Principled, Open Minded, Caring & Reflective.</p>	<p>As a community, we have a commitment to be focused on the core business of learning and teaching. Whilst the College acknowledges that technological devices (such as mobile / smart phones) are necessary for student safety, they can only be used before 8.40am and after 3.20pm. During school hours, mobile phones are not to be accessed by students. To ensure mobile phones are stored safely, students are expected to keep them in their lockers during the hours of 8.40am and 3.20pm.</p> <p>At Year 11 and 12 with the BYOD Program, mobile phones are able to be utilised as adjunct devices for learning.</p> <p>Consequences of not meeting these expectations:</p> <ol style="list-style-type: none"> 1. Any student found to be using mobile / smart phones between the hours of 8.40am and 3.20pm will be asked to put the device away. If a student refuses to follow this request, the staff member will request the device and pass it to Student Reception. The student may collect the device when their classes conclude. 2. Any student found to be using mobile / smart phones during class time will have the device removed and placed in Student Reception. The student may collect the device when their classes conclude. Student Reception will notify the relevant YLTL. 3. If the student is found to be using their mobile / smart phone on any other occasions, the YLTL will contact parents / guardians to inform them that the device will need to be handed in to Student Reception every morning and collected at the conclusion of classes for five days. If the student misses a day, it will be added on at the end of the following week. 4. If the inappropriate use of the mobile / smart phone continues, the student will be required to meet with the YLTL and Deputy Principal: Learning & Life to explain their behaviour. Depending on the context, the parent / guardian may be required to attend a meeting or a restorative action may be issued. <p>Please refer to appropriate use of social media for further information.</p>
<p>Respect for self and others: appropriate use of technological devices</p> <p>Rationale: At the heart of Benedictine education is the value of living in community. Students are expected to behave with integrity, respect and personal accountability.</p>	<p>Students are expected to behave with integrity, respect and personal accountability. Students are expected to be responsible for their behaviour which should be positive and assist in building a community founded on Christian values.</p> <p>A behaviour which does not meet this expectation could include inappropriate behaviour, comments or actions, made physically, verbally or in written form, that cause embarrassment, hurt, humiliation and/or fear in another. This includes via social media and / or through means of technology. Whilst at school, technology is to be used for</p>



<p>Attributes of the Learner Profile: Thinkers, Communicators, Principled, Open Minded, Caring & Reflective.</p>	<p>educational purposes only and must be used in a respectful and considered manner at all times. Accessing technology at recess and lunchtime is only permitted in the Library and is not permitted in the school yard during these times.</p> <p>Students must not encourage, support or be responsible for any material which may be offensive to others. Social media must not be used at any time to publish offensive material, such as comments that cause embarrassment, hurt, humiliation and/or fear in another.</p> <p>The College will not tolerate behaviour through social media that vilifies, harasses or bullies any student or staff member, verbally or in written form.</p> <p>Consequences of not meeting these expectations:</p> <ol style="list-style-type: none"> 1. Any student involved in disrespectful behaviour towards another member of the College community via social media will be reported to the Homeroom Teacher and YLTL. A copy of the material should be provided as evidence. 2. The YLTL will meet with the student involved to explain their behaviour. Depending on the context, the YLTL may contact parents / guardians to notify them of the issue and / or request a meeting to discuss further. 3. If deemed necessary, a restorative meeting will be led by the YLTL with the student and those impacted by the inappropriate behaviour. The student will be required to offer an explanation for their behaviour as well as an apology (written or verbal) for those impacted by their behaviour. 4. If the inappropriate behaviour continues or is deemed to be serious, the YLTL and Deputy Principal: Learning & Life will meet with the student to explain their behaviour. Depending on the context, the parent / guardian may be required to attend a meeting or a restorative action may be issued. <p>Please refer to the Student iPad Agreement for further clarification.</p> <p>Please note that Police involvement may be required at any point of this process as deemed necessary with regards to inappropriate use of a technological device.</p>
<p>Respect for self: caring for ourselves and others</p> <p>Rationale: At the heart of Benedictine education is the value and dignity of oneself and others. Students are expected to abide by all laws and legal requirements</p>	<p>Students are expected to behave with integrity, respect and personal accountability in relation to caring for themselves and their health. Students are expected to abide by all rules, laws and legal requirements relevant to our community and their age. Students are also expected to encourage and support others to be responsible for their behaviour which should help them to care for themselves.</p> <p>The use of and/or possession of cigarettes by students is unacceptable at Santa Maria College. Students are not permitted to provide cigarettes to other students. The law stipulates that people must be 18 years of age to purchase</p>



<p>relevant to their age.</p> <p>Attributes of the Learner Profile: Reflective & Thinkers</p>	<p>cigarettes and partake in smoking. Smoking is prohibited on College grounds and within 4 meters of the external perimeter.</p> <p>Consequences of not meeting these expectations:</p> <ol style="list-style-type: none"> 1. The student found to be smoking will be reported to the YLTL. 2. The YLTL will meet with the student to discuss their behaviour and will contact parents / guardians to report the concern. 3. The student involved will investigate the harmful effects of this substance and reflect on what they have learnt and in consultation with the YLTL, will present their learnings within one week following the incident to a small group (eg: younger students, peers and / or staff). 4. If a student provides cigarettes to another student, the YLTL and Deputy Principal: Learning & Life will meet with the student to discuss their behaviour and will contact parents / guardians to report the concern. 5. Depending on the context, the YLTL may request a parent / guardian meeting, in-house suspension or issue a restorative action. In consultation with the parents / guardians, the YLTL may refer the student to the QUIT Line or other appropriate support services. <p>Please note that this applies to students out of school hours when representing the College in their school uniform.</p>
<p>Respect for self: caring for ourselves and others</p> <p>Rationale: At the heart of Benedictine education is the value and dignity of oneself and others. Students are expected to abide by all laws and legal requirements relevant to their age.</p> <p>Attributes of the Learner Profile: Reflective & Thinkers</p>	<p>Students are expected to behave with integrity, respect and personal accountability in relation to caring for themselves and their health. Students are expected to abide by all rules, laws and legal requirements relevant to our community and their age. Students are also expected to encourage and support others to be responsible for their behaviour which should help them to care for themselves.</p> <p>The use of and/or possession of alcohol by students is unacceptable at Santa Maria College. Students are not permitted to provide alcohol to other students. The law stipulates that people must be 18 years of age to purchase alcohol and / or consume it.</p> <p>Consequences of not meeting these expectations:</p> <ol style="list-style-type: none"> 1. The student found to be consuming or providing alcohol will be reported to the YLTL and / or Deputy Principal: Learning & Life. 2. The YLTL and Deputy Principal: Learning & Life will meet with the student to discuss their behaviour and will contact parents / guardians to arrange a meeting to discuss the concern. The student will be withdrawn from classes on in-house suspension until a meeting is held with parents / guardians. 3. Depending on the context, the Deputy Principal: Learning & Life may issue in-house suspension, counselling support with the College Psychologist, a Behaviour Contract with the College and / or a meeting with the



	<p>College Principal.</p> <p>4. In consultation with the parents / guardians, the student may be referred to appropriate support services.</p> <p>Please note that Police involvement may be required at any point of this process as deemed necessary.</p>
<p>Respect for self: caring for ourselves and others</p> <p>Rationale: At the heart of Benedictine education is the value and dignity of oneself and others. Students are expected to abide by all laws and legal requirements relevant to their age.</p> <p>Attributes of the Learner Profile: Reflective , Balanced and Thinkers</p>	<p>Students are expected to behave with integrity, respect and personal accountability in relation to caring for themselves and their health. Students are expected to abide by all rules, laws and legal requirements relevant to our community. Students are also expected to encourage and support others to be responsible for their behaviour which should help them to care for themselves.</p> <p>The use of and/or possession of illicit drugs by students is unacceptable at Santa Maria College. The law stipulates that these substances are illegal and are not to be distributed to others. Students are not permitted to provide prescription and / or illicit drugs to other students.</p> <p>Consequences of not meeting these expectations:</p> <ol style="list-style-type: none"> 1. The student found to be using, distributing and / or providing prescription or illicit drugs will be reported to the Deputy Principal: Learning & Life. 2. If prescription drugs have been used or provided to another student, their family will be notified. 3. The YLTL and Deputy Principal: Learning & Life will meet with the student to discuss their behaviour and will contact parents / guardians to arrange a meeting to discuss the concern. If illicit drugs are involved, the student will be withdrawn from classes on in-house or external suspension until a meeting is held with parents / guardians. 4. A meeting will be held with the Principal, Deputy Principal: Learning & Life, YLTL and the family to review the students' enrolment. Depending on the context, the Deputy Principal: Learning & Life may issue in-house suspension, counselling support with the College Psychologist, a Behaviour Contract with the College and / or a meeting with the College Principal. 5. In consultation with the parents / guardians, the student will be referred to appropriate support services. <p>Please note that it is not advisable for students to provide other students with medication (eg: pain relief, Panadol, nurofen and / or prescription medication).</p> <p>Please note that Police involvement will be required at any point of this process as deemed necessary.</p>