



## ST MARGARET'S COLLEGE

JUNIOR, MIDDLE & SENIOR SCHOOL

Educating young women to live and lead

### Boarding Behaviour and Conduct Expectations

Unacceptable behaviour is managed with clear communication from staff as to what the expectations are consequences are tailored to ensure lessons are learnt quickly. These may include loss of Leave (Gating), loss of technology privileges (cell phones, laptops) for a specified period and/or extra house duties. If a girl is finding it difficult to follow the expectations of her year group, she may be placed on the restrictions of a younger year group.

In the event of serious misconduct or ongoing minor offences, parents will be contacted. A nominated family friend or Christchurch based guardian is necessary if immediate removal (suspension or expulsion) from the Boarding House is required. Alcohol and illegal drug possession or use, theft violence or harassment of others are all considered serious misconduct.

Positive behaviour is encouraged in the Boarding community. Staff and girls re expected to embrace the core values of:

- Community
- Heart
- Attitude
- Respect/Responsibility
- Manners

Members of the Boarding community should be easily recognisable by regularly demonstrating their CHARM in the following ways:

#### Community

- All members of the community are encouraged to develop an awareness of how their actions behaviours affect those around them.
- Attending community events, such as the shared evening meal, House meetings and Boarders chapel.
- Investing in relationships across the age ranges.

#### Heart

- Kindness, compassion and friendliness towards each other helps create a feeling of belonging and connect us together
- Being inclusive in your friendships
- Joining in with others
- Helping out when needed.

## **Attitude**

- Listening to instructions and responding positively to request.
- Being open to trying new experiences and meeting new people
- Treating others as you would like to be treated yourself.

## **Respect**

- Knocking and waiting to be invited into others bedrooms
- Asking before borrowing items
- Being quiet after lights out and letting others go to sleep.
- Looking after the house.
- Keeping personal belongings tidy and organised
- Cleaning up after yourself and reporting accidental damageHigh standards of grooming when in uniform and own clothing.
- Formal occasions such as grace acknowledged with silence.

## **Responsibility**

- Adhering to house guidelines.
- Completing allocated duties
- Completing own prep and allowing others to do the same.
- Having room ready for morning room inspection
- Protecting valuable items by locking them away.
- Making healthy choices with regular healthy meals and personal hygiene.

## **Manners**

- Speaking politely to each other.
- Walking when indoors
- Using correct table manners, such as sitting up and talking with those at your table, using cutlery, waiting until mouthful is finished before speaking
- Greeting each other, opening doors for each other

Positive behaviour will be acknowledged with in house awards such as 'room of the day'. Boarders and staff can be nominated for the weekly 'CHARM award' for displaying attitude and/or behaviour that embraces the core values of CHARM.

## **Inappropriate Behaviour**

The wellbeing of those in our community is paramount, therefore, should inappropriate student behaviour occur, such as being disruptive, uncooperative or disrespectful, the following steps will be taken:

Step 1: Student will be asked to articulate the appropriate and expected behaviour and undertake to behave in this way.

Step 2: If inappropriate behaviour re-occurs, the student will be required to develop a plan to rectify this with her House Manager, such as a Behaviour Spotlight plan or Restorative Justice plan.

Step 3: If the behaviour is further repeated then an appropriate consequence will be applied at the discretion of the House Manger, such as extra duties, earlier bed time or gating

Step 4: If the behaviour is further repeated, the House Manger will involve the Director of Boarding and if necessary the Executive Principal. More serious consequences will be applied, such as extended gating (beyond one week). Suspension or exclusion may occur.

Note: Parents may be contacted at any time to discuss behaviour concerns.

In cases of serious behaviour misconduct, Step 4 will immediately apply.

Examples of what would be considered serious misconduct are:

- Leaving Boarding House without following correct leaving procedure
- Being dishonest or misleading with leave information or falsifying leave documentation
- Being later back than the agreed time without applying for an extension
- Using, supplying or being in possession of inappropriate substances or items (tobacco, alcohol, other drugs, weapons)
- Being repeatedly disruptive, uncooperative or disrespectful
- Bullying or harassment
- Stealing or shoplifting