

PERSONAL SAFETY

The following guidelines have been established in the College's pursuit of developing a safe and positive environment where students have the opportunity to flourish within safe boundaries.

LIVING AT HOME

Living and studying at home is important. Students need adult supervision and support to do well at school. Students will need College approval to live away from home.

SUN-SAFE

Parents are responsible for ensuring that their child/ren wear their hats to school and apply sunscreen prior to arriving at school each morning.

TRAFFIC

Parents and students are to use the traffic lights or pedestrian crossings when crossing Orange Grove Road and other busy roads. It is foolish and dangerous to run across a busy road at any time.

BUS TRAVEL

Seat belts must be worn at all times. Failure to wear a seat belt on College buses may lead to a bus suspension if warnings to use seat belts are not heeded. Students are expected to sit quietly and treat each other with respect and kindness. Poor behaviour on buses can distract the driver and is a safety concern. Students are expected to take care of the College buses. Eating and drinking on board is not permitted and all rubbish should be taken off the bus.

PERSONAL BOUNDARIES

Students are expected to treat each other with respect in their conversations, both personally and on social media. Public displays of exclusive boyfriend-girlfriend style relationships are not acceptable.

PROPERTY BOUNDARIES

Students should stay within the College boundaries when attending school and stay out of the classrooms and Church unless a staff member is present. The car park is also out of bounds during school hours. Once a student is at the College, they are not permitted to leave the College grounds again until after school.

PROHIBITED ITEMS

To ensure the safety of all students, alcohol, drugs and weapons are prohibited at the College. Chewing gum is also not permitted at College.

PROTECTION FROM ALL FORMS OF HARM AND INAPPROPRIATE BEHAVIOUR

Every student is entitled to protection from all forms of harm and inappropriate behaviour. We expect you to respect your teachers and other students and we expect that you will receive the same respect in return. If you feel unsafe, you should always report it to someone you trust. Harm refers to: physical abuse, emotional abuse or deprivation, physical neglect and/or inadequate supervision, sexual abuse or exploitation.

WHO SHOULD I TELL IF I AM NOT FEELING SAFE AT SCHOOL OR AT HOME?

Any forms of harm are unacceptable and will not be tolerated. If you are experiencing harm or if you believe you are likely to experience any form of harm (this includes any behaviour by a staff member which is inappropriate), then you should report the matter to either:

- a trusted classroom teacher or Family Group teacher
- your Head of Area (Primary/ Middle/ Secondary)
- the Chaplain or College Counsellor
- the Deputy Principal or Head of Primary.

If you do not feel like talking to someone, you may write a letter to any of the above persons.

WHAT WILL HAPPEN IF I REPORT WHAT IS HAPPENING TO A MEMBER OF STAFF?

If the concern is worrying you but not causing you immediate harm, then the member of staff will discuss with you ways to solve your problem. If the concern is serious and the member of staff believes that you are being harmed or in danger of being harmed, he or she will report it to the Deputy Principal or the Head of Primary.

WHAT IF I DON'T WANT THE MEMBER OF STAFF TO TELL THE PRINCIPAL?

The member of staff will try to keep your concerns confidential as much as possible. However, if the member of staff is aware or reasonably suspects that harm has been caused by anyone to a student of the school then the law says that the matter must be reported to the Principal and it may have to be reported to the police. If the staff member has no choice about reporting what you have told them to someone else he or she will explain to you exactly what will happen next. Remember, the most important thing is that you feel safe and free from harm. You must tell someone if you are being harmed or are afraid that you will be harmed.

WHAT IF I SUSPECT THAT ANOTHER STUDENT IS NOT FEELING SAFE AT SCHOOL OR HOME?

If you know or if you suspect that another student is being harmed or is likely to be harmed or is being subjected to inappropriate behaviour, then you should report your suspicion to one of the persons listed above.