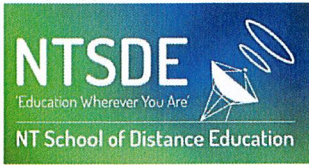


Codes of conduct for education sites and workplace participants

Northern Territory School of Distance Education



Northern Territory School of Distance Education (NTSDE) is a Senior Secondary school co-located at the Bullocky Point Education Precinct in the Darwin suburb of The Gardens and provides a comprehensive range of senior secondary education subjects enabling young people to complete the NT Certificate of Education and Training (NTCET). Teachers develop and deliver learning programs to align with our online model of Flipped Learning Pedagogy. We also use a variety of online learning technology to enhance our teaching and improve student engagement.

NTSDE provides flexible distance study options for senior secondary students from Years 10 to 12 across the Territory and overseas. Students from urban, regional and remote schools, including community education centres, can access the school either full time or for subject areas their current school cannot meet. Students may be school age or beyond compulsory school age. Students are also enrolled directly with NTSDE under special circumstances, flexible options, geographically isolated (travelling, isolated from a face-to-face school) or mature aged.

Our school motto, ***“Education wherever you are!”*** highlights that we cater to students and schools across the Territory. NTSDE’s vision is to create an inclusive learning community that inspires students to achieve their educational goals, aspirations and potential as local and global citizens underpinned by our core values of ***“Professionalism, Respect, Inclusivity, and Innovation”***.

We are proud of the learning environment we have created and hope that as a member of our school community, you will share our pride in our school. We look forward to working with you and providing your child/ren with a high quality senior secondary education.

Code of conduct for parents, visitors, volunteers and service providers at NT School of Distance Education.

The Code of conduct for parents, visitors, volunteers and service providers has been developed to ensure that the expectations of all persons attending school premises are consistent with other codes of conduct relevant to the school. It aims to promote a culture of partnership and inclusivity within Northern Territory Government Schools. When we work together, we provide the best opportunity to support children's academic learning, social and emotional development, and wellbeing.

Parents, visitors, volunteers and service providers are valued and respected members of our school community and can expect to:

- be welcomed into inclusive and supportive education environments as partners in learning
- experience professional, regular and culturally responsive communication
- partner with staff to promote student learning and support student wellbeing
- be actively involved in two-way conversations and decision making about their children's education or their role in the school
- experience a school culture where individual expertise is acknowledged and respected
- experience a school culture based on inclusiveness, respectful relationships and positive behaviours.

Working together

To help us provide a safe, inclusive and supportive learning and working environment; parents, visitors, volunteers and service providers on school premises or interacting with students in a vast array of activities, including excursions inside and outside school hours, are expected to:

- recognise that schools are workplaces
- recognise and respect the expertise and leadership of the school principal
- accept and follow all reasonable instructions from the principal, supervisor or contact person and ask for more information if unsure about what to do or how to do it
- recognise and respect the school representative body or school management council as elected representatives of the school community
- be honest and fair, dress appropriately and act in appropriate ways that show respect for others and model appropriate standards for students
- follow all relevant laws, regulations, policies and procedures as directed
- report any unethical or inappropriate behaviour to the school principal, including breaches of the law, policies and school directives
- take reasonable care to avoid foreseeable risk to themselves and the people around them, including students when they are participating in school activities
- if making public comment on a political or social issue that could be related to the school, make it clear that comments are personal and do not represent the official view of the school or the department
- where required observe the school's procedures governing:
 - appropriate communication using social media platforms, email, phone and in person
 - the use of electronic devices including mobile phones.
- use school equipment, resources and consumable items as instructed by the principal, supervisor and/or contact person when conducting work or business for the school
- follow the Department of Education Smoke free premises policy - https://education.nt.gov.au/policies/school-operations#smoke_free_premises

- follow the Department of Education Alcohol consumption on department premises policy - <https://education.nt.gov.au/policies/school-operations/alcohol-consumption-on-department-premises>.

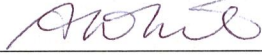
Unacceptable and offensive behaviours

Unacceptable and offensive behaviours are not accepted at NT School of Distance Education.

These include, but are not limited to:

- behaving in ways that a reasonable person would consider to be offensive, intimidating, humiliating, aggressive, threatening or abusive
- harassing, victimising or discriminating against any person based on personal attributes, for example, disability, age, gender, race, religion, political affiliation, marital status or sexual preference
- behaving in a manner which endangers the health, safety or wellbeing of themselves or others
- disclosing or distributing any information about individuals gained through participation in school activities, including excursions outside of hours
- inappropriate behaviour, activities or communication, using social media, phone or other telecommunication services, which may cause the reputation of the school, employees or students to be called into disrepute
- engaging in school activities or entering the school affected by alcohol or illicit drugs, or with the intent of supplying or consuming such substances.

Where unacceptable and offensive behaviour occur, steps will be taken to address the issue. This may include being asked to leave the premises, restricting access to the school or learning environment or the Northern Territory Police being called.

Approval			
Document title	Code of conduct for education sites NT School of Distance Education		
This document applies to	Parents, visitors, volunteers, service providers		
Approved by	Anne White - Principal 		
Date approved	6 / 6 / 2024		
Ratified by school representative body	Yes/ No		
Date ratified	09/08/2024		
Version	Date	Author	Changes made
1	6/6/2024	NT School of Distance Education	First version