



# Code of Conduct (Staff and Student)

<b>Version:</b>	V 1.0	<b>Approved By</b>	Board
<b>Approved Date:</b>	26/07/2018	<b>Review period</b>	12 months
<b>Related Policy/Procedure:</b>	<ul style="list-style-type: none"> <li>➤ Academic Integrity Policy and Procedure</li> <li>➤ Bullying and Harassment Policy and Procedure</li> <li>➤ Equity and Diversity Policy and Procedure</li> <li>➤ Staff Complaints and Appeals Policy and Procedure</li> <li>➤ Student Complaints and Appeals Policy and Procedure</li> </ul>		
<p>Coleraine Share Trading Pty Ltd trading as Lyons College  RTO Code: 21986   CRICOS Code 0378M   ABN:64 132 773 249  Phone: +61 3 8648 6610   Email: <a href="mailto:admin@lyons.edu.au">admin@lyons.edu.au</a>   Website: <a href="http://www.lyons.edu.au">www.lyons.edu.au</a></p>			

# Code of Conduct

## Purpose

This Policy sets out the conduct and behaviour which is expected by Lyons College of all staff, students, contractors, volunteers and visitors.

## Scope

All Lyons College staff, students, contractors, volunteers and visitors.

## Policy

All staff, students, contractors, volunteers and visitors at Lyons College are expected to adhere to minimum standards of behaviour. There are explicit agreements between Lyons College and the staff, students, contractors and volunteers which include adherence to all relevant Policies, legal obligations and regulatory requirements.

Visitors brought to the Lyons College campus by staff, students, contractors and volunteers are expected to adhere to the same requirements. It is the responsibility of the anyone who invites or accompanies any visitors to the Lyons College campus to ensure that their visitor acts appropriately and adheres to the required expectations of behaviour.

In particular, the expectation is that:

- staff, students and contractors must act in an ethical manner
- students attend their scheduled classes
- students undertake their academic work diligently, with integrity and honesty
- students do not engage in plagiarism, cheating (including “contract cheating”), collusion and any other form of academic misconduct
- students do not behave in a manner which is disruptive to classes or the learning environment
- staff, students, contractors, volunteers and visitors do not engage in any form of discrimination, harassment, victimisation or bullying including online and in any virtual environment
- staff, students, contractors, volunteers and visitors do not act in a manner which places others at risk or danger
- staff, students, contractors, volunteers and visitors must immediately report any issues or abuse of anyone under the age of 18
- staff, students, contractors, volunteers and visitors do not perform acts which are illegal
- staff, students, contractors, volunteers and visitors must not attend the campus if they are under the influence of alcohol or illicit drugs
- no smoking is permitted on campus or the building

Any breach of this Policy, any other Policy, legal obligation or regulatory requirement relating to behaviour or conduct may result in disciplinary action.

Any disciplinary action will be outlined in the related Policy and Procedure which the action or actions has breached.