

Document title:		Student Code of Conduct Policy
Approving authority:		Board of Directors
Related policies:		Academic Integrity Policy Pre-Admission Interview Policy Student Complaints and Appeals Policy Student Progress Requirements Policy Student Support Services Policy Workplace Learning Policy Access and Inclusion Policy for Students Respectful and Inclusive Workplace Policy
Next review:		01/06/2026
Version	Release date	Comment
V1.0	01/06/2023	Initial release

1. Introduction

The Student Code of Conduct Policy outlines the expectations for student behaviour within ITAC courses to maintain a respectful, professional, and inclusive learning environment. The policy refers to a set of guiding principles contained in the attached schedule, which inform students' conduct and interactions with ITAC staff, workplace supervisors, colleagues, and fellow students.

2. Scope

This policy applies to all students enrolled in ITAC courses, whether they are studying from home, attending classes, or participating in placements.

3. Purpose

The purpose of this policy is to ensure that students understand and adhere to the principles of professional conduct, contributing to a positive and respectful learning environment. Breaches of the code may result in disciplinary action, including withdrawal from the course.

4. Policy Statement

ITAC expects all students to abide by the Student Code of Conduct, as detailed in the attached schedule. The code aligns with similar codes for teachers and public servants and provides a framework to guide students' behaviour and interactions with ITAC staff, workplace supervisors, colleagues, and fellow students.

5. Breaches of the Code of Conduct

Breaches of the Student Code of Conduct may result in disciplinary action, including warnings, additional training, or withdrawal from the course. ITAC will follow a fair and transparent process when addressing any breaches, providing the student with the opportunity to respond and rectify their behaviour.

6. Conclusion

The Student Code of Conduct Policy aims to promote a respectful, professional, and inclusive learning environment for all students. By adhering to the principles outlined in the attached schedule, students contribute to a positive and collaborative experience for themselves and others. This policy, along with the schedule, serves as a foundation for maintaining the high standards expected of ITAC students.

Student Code of Conduct: Guiding Principles

The Student Code of Conduct consists of ten guiding principles designed to foster a respectful, professional, and inclusive learning environment for all students. Adherence to these principles ensures that students contribute to a positive and collaborative experience for themselves, fellow students, ITAC staff, and workplace supervisors and colleagues.

Guiding Principles:

1. **Respect:** Treat everyone with courtesy, politeness, and understanding, recognizing the diversity and individual differences of others.
2. **Integrity:** Act honestly, ethically, and responsibly in all interactions and academic pursuits.
3. **Professionalism:** Maintain a high standard of professionalism in all communications, conduct, and personal presentation, in line with the expectations of the profession.
4. **Collaboration:** Engage in constructive collaboration with fellow students, ITAC staff, and workplace supervisors and colleagues, contributing positively to group work and discussions.
5. **Commitment to Learning:** Take responsibility for one's learning and development, actively participating in classes, seeking feedback, and striving for continuous improvement.
6. **Compliance with Policies and Procedures:** Familiarize oneself with and adhere to ITAC policies and procedures, as well as any relevant legislation and regulations.
7. **Academic Integrity:** Uphold academic integrity by avoiding plagiarism, cheating, and other forms of academic misconduct, and by submitting original work for assessment.
8. **Confidentiality:** Respect and maintain the confidentiality of personal and sensitive information encountered during the course or placements, in accordance with relevant privacy legislation.
9. **Health and Safety:** Follow health and safety guidelines, procedures, and instructions to maintain a safe learning and working environment, and to protect oneself and others from harm.
10. **Reporting Concerns:** Report any concerns, incidents, or breaches of the Code of Conduct to the appropriate ITAC staff member or supervisor promptly and honestly.

The Student Code of Conduct serves as a foundation for creating a positive and supportive learning environment for all ITAC students. By adhering to these guiding principles, students demonstrate their commitment to professional standards, fostering mutual respect and collaboration throughout their educational journey.