



VILLANOVA COLLEGE



# STUDENT CODE OF CONDUCT

2026

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## Rationale

Villanova College is a Catholic school in the Augustinian tradition. Our community is grounded in the values of Humility, Restless Search for Truth, Interiority and Community and seeks to nurture the hearts and minds of young men to become compassionate, thoughtful and just citizens.

As a Catholic school, we believe that:

“Every person bears the image and likeness of God. We have a responsibility to know each person and care for their wellbeing – mind, heart, body and soul – and to foster the relationships and communities to which they belong. This responsibility extends to our staff as well as our students. Everyone should feel like they belong, are safe, and are able to flourish.”

Villanova College is committed to developing the whole person within a caring and secure environment that supports both learning and personal growth. This Code of Conduct serves as a guide to the expectations of the Villanova community regarding individual rights and responsibilities.

## Shared Responsibilities

Effective formation and behaviour development at Villanova College relies on students, parents/carers and staff working in partnership to accept responsibility and accountability for:

- Promoting and recognising positive behaviour;
- Understanding the causes and motivations for certain behaviours;
- Preventing and responding to behavioural concerns when they arise; and
- Applying appropriate consequences, support, education and restoration when required.

## Rights of All Members

All members of the Villanova College community have the right:

- To be treated with dignity, fairness and respect.
- To learn, work, play and interact in a safe, clean and positive environment;
- To communicate openly and develop positive and constructive relationships;
- To be actively involved in the educational process.

## Responsibilities of All Members

All members of the Villanova College community have the responsibility:

- To be respectful, courteous, empathetic and fair to others;
- To contribute positively to our school environment and culture;
- To communicate honestly and openly, and to seek to build and maintain positive relationships.

## Fundamental Strategies

The following clear and consistent expectations are designed to promote positive behaviour, uphold our College values and safeguard the rights of all members of our community.

These expectations apply whenever a student is representing Villanova College, whether in day, formal or sports uniform, as wearing the uniform signifies membership of our College community.



# Villanova College

## Our Mission

Villanova College is a Catholic School for boys where education is the formation of the whole person within a faith community. Our staff, parents and students both past and present contribute their gifts and talents towards the development of young men of Gospel values who seek the common good. Our community promotes life-long learning through continually challenging itself in the restless search for Truth.

## Our Values

Villanova College is committed to ensuring a vital and contemporary Catholic Augustinian identity is encountered, reimaged and explored in every aspect of College life. We have four key Augustinian values that, taken together, provide a particular lens through which to view the human person, their relationship with others, and their relationship with God. These five values develop a love of learning and living well:

### Humility

Is the root of true charity; knowing and accepting oneself, and appreciating the needs we have for each other, and for God.

### Interiority

The inner process by which the truth of what is taught is tested by the 'teacher within': the presence of God within each person.

### Community

Both the context within which teaching and learning take place and the beneficiary of the teaching and learning that occurs.

### Restless Search for Truth

The quest not merely to discover the truth of what is taught, but rather a commitment to live out the truth of what is learned.

### Ongoing Conversion

The growth that occurs in the continuing process within the context of community of humbly searching for truth and reflecting on our experiences.





## Code of Conduct

The sections below are the specific policies and procedures that constitute the Student Code of Conduct. Many of these existing policies should be part of your awareness. They are listed alphabetically and serve as a summary of each policy. You will find a link to the extended versions at the end of each section. Should you require any clarification or wish to discuss any details within, please connect with your PC tutor, House Dean or a member of the student formation team.

### Attendance

- Students must attend school each day. They must be on time and have all the necessary equipment.
- Students must never leave school during school hours without permission from parents/carers or the school. A student must obtain permission and sign out at Student Services.
- Report to Student Services if arriving at school after 8.25am
- Ensure all missed schoolwork is completed
- Students who truant or are continually late to classes will have to make up for the missed time.

[VIEW THE FULL ATTENDANCE POLICY HERE](#)

## Bullying and Harassment Policy

### Bullying and Harassment

Villanova College is committed to providing a safe, respectful and inclusive environment for all members of our community. Bullying and harassment of any kind are unacceptable and will not be tolerated.

### Our Commitment

- Every student has the right to learn and feel safe at school.
- Staff will take all reports of bullying and harassment seriously.
- Incidents will be addressed promptly, fairly and in line with the College's Behaviour Support processes.

### Bullying and Harassment Include:

- Verbal, physical, social or psychological harm intended to hurt, humiliate or intimidate others.
- Cyberbullying through online platforms, messaging or social media.
- Behaviour that is repeated or has the potential to cause ongoing harm.

### Student Responsibilities

- Treat all members of the College community with respect and dignity.
- Refuse to engage in or support bullying or harassment.
- Report bullying or harassment to a trusted adult or staff member.

### Response and Support

- All incidents will be investigated and recorded.
- Restorative practices will be used where appropriate to rebuild relationships.
- Consequences may be applied in line with the College Behaviour Support Framework.
- Support will be provided to both the target and the person displaying bullying behaviour.



## Zero Tolerance

Villanova College does not tolerate bullying or harassment in any form. We work together to build a safe, supportive, and respectful community.

[VIEW THE FULL BULLYING & HARASSMENT POLICY HERE](#)

## Drugs, Alcohol & Smoking Policy

Villanova College takes a strong, proactive stance against student involvement with alcohol, vaping and smoking products, and/or illicit drugs. This policy is grounded in principles of harm minimisation and reflects our commitment to ensuring that students feel respected, safe, and connected in all areas of their lives. It seeks to balance the individual rights of students with the welfare of the Villanova College community.

- **Illicit drugs and toxic inhalants**  
The use, possession, or supply of illegal drugs or toxic inhalants is considered a serious breach of College rules. Any student found in possession of, supplying, or using such substances may face immediate exclusion from Villanova College.
- **Smoking and vaping products**  
The use, possession, or supply of smoking or vaping products is also considered a serious breach of College rules. Any student involved with these products may face immediate suspension from the College. Repeat offenders may face exclusion from the College.
- **Alcohol**  
The consumption, possession, or supply of alcohol by any student is strictly prohibited. Students found drinking, in possession of, or supplying alcohol at school or at any College-related event may face immediate suspension from Villanova College. Repeat offenders may face exclusion from the College.

This policy reflects Villanova College's commitment to the safety, wellbeing, and holistic development of all students and reinforces the expectation that our young men act with integrity, responsibility, and respect for themselves and the community.

[VIEW THE FULL DRUGS, ALCOHOL & SMOKING POLICY HERE](#)

## ICT & BYOD Policy

Villanova College supports a Bring Your Own Device (BYOD) program to enhance student learning and engagement through the use of digital technologies. Technology is an important tool for learning but it must be used responsibly, respectfully and safely. Students are expected to uphold the College's values when using their devices, whether at school, at home, or representing Villanova College online.

### Purpose

The purpose of the BYOD & ICT policy is to:

- Support the integration of digital technologies to enhance teaching and learning.
- Promote responsible digital citizenship among students.
- Ensure the safety, security, and wellbeing of all students in digital environments.
- Protect the integrity of the College's ICT systems and resources.

### Expectations of Students

All students are expected to:

- Bring a fully charged device to school each day for educational use.



- Use their device only for learning purposes during class time, as directed by their teachers.
- Access the internet and digital platforms responsibly, following all laws, copyright rules and the College's acceptable use guidelines.
- Respect others in digital spaces, refraining from any form of cyberbullying, harassment or the sharing of offensive content.
- Keep their passwords private and secure, and never attempt to access another person's device, accounts or data.
- Immediately report any inappropriate online behaviour or ICT issues to a teacher or staff member.

## Personal Responsibility and Security

- Students are personally responsible for their own devices at all times.
- The College takes no responsibility for lost, stolen, or damaged devices.
- Students must ensure their device is kept secure and used appropriately at all times, including while travelling to and from school.

## Consequences

- Breaches of this policy may result in temporary or permanent restrictions on device or network access.
- Serious or repeated breaches may result in disciplinary consequences, including suspension.
- Any illegal or unethical behaviour will be reported to appropriate authorities.

This policy ensures that digital technologies are used in a way that supports learning, promotes safety and respect, and upholds the values and integrity of Villanova College.

[VIEW THE FULL ICT & BYOD POLICY HERE](#)

## Mobile Phone Policy

Students are responsible for the safe use and care of personal devices brought to school. In the Junior School, all devices must be handed in to the Junior School Student Services Office. Across Years 7-12, all students must store their device in their locker from 8:25am-3pm. Students are able to check their device at 1<sup>st</sup> and 2<sup>nd</sup> Break whilst collecting belongings. Exemptions may be granted for medical or personalised learning needs, with prior approval sought from the Head of School. The College is not responsible for lost, stolen, or damaged devices.

[VIEW THE FULL MOBILE PHONE POLICY HERE](#)

## Property

All boys are reminded about the care of furniture and lockers, avoidance of litter, non-interference with fire extinguishers and the general care for all College property. Students are liable for the cost of repair or replacement of any College property that is wilfully damaged or damaged through inappropriate behaviour.

## Social Media & Digital Citizenship Policy

If it is online and can be posted or deemed as content that has been created, then it is covered by the Social Media policy.

- Students are expected to respect the dignity of all.



- Students are expected to give due respect to the reputation and good name of the College in all their dealings with each other and members of the broader community.
- Students are expected to comply with the lawful requirements of all social networking sites.
- Students are expected to accept responsibility for any damage to the College, self, or others as a result of social media misuse.
- When using social media, students are expected to ensure that they:
  - Respect the rights and confidentiality of others;
  - Do not impersonate or falsely represent another person;
  - Do not bully, intimidate, abuse, harass, or threaten others;
  - Do not make defamatory comments;
  - Do not use offensive or threatening language or resort to personal abuse towards each other or members of the Villanova College Community;
  - Do not post content that is considered disrespectful, hateful, threatening, pornographic, or incites violence against others;
  - Do not harm the reputation and good standing of Villanova or those within its community;
  - Do not film, photograph, or record members of the Villanova community without express permission of the College or use film, photographs, or recordings without express permission of the above.

**[VIEW THE FULL SOCIAL MEDIA POLICY HERE](#)**

## Travel Policy

### Buses

Students are expected to uphold the highest standards of behaviour when travelling on any bus service. Poor behaviour can distract the driver and place the safety of all passengers at risk. Students must demonstrate respect, responsibility and self-discipline at all times.

### Behavioural Expectations

All students travelling on buses are expected to:

- Follow all bus rules, including wearing a seatbelt at all times.
- Remain seated throughout the journey.
- Behave in a calm and respectful manner towards others.
- Keep hands, feet, and belongings to themselves.
- Refrain from using offensive, aggressive, or inappropriate language.

### Consequences

If students fail to meet these behavioural expectations, the College will respond. This may include:

- Warnings from staff or the bus driver.
- Contact with parents/guardians regarding behaviour.
- Suspension from travelling on buses for a set period.
- In serious or repeated cases, permanent exclusion from using bus services.

### Student Drivers

Villanova College recognises that some senior students may obtain their driver's licence and drive themselves (and others) to and from school. To ensure the safety of all students, the College has clear expectations for student drivers.



## Requirements for Driving and Parking at College

- Students must apply for permission to drive by completing the College's Student Driver Application Form.
- Once approved, a driving permit will be issued by the College.
- Students with permission may transport their siblings or other students to and from school. Written permission must be provided by the passenger's parent/guardian and submitted to the College.
- Students must drive safely and obey all road rules.
- Consequences
- Students who fail to follow these requirements may have their driving privileges revoked.
- In cases of unsafe or irresponsible driving behaviour, disciplinary consequences may apply, including suspension from the College.
- Link to [Application Form](#) & [Passenger Form](#).

## Uniform and Presentation Expectations

At Villanova College, students are expected to uphold the values and standards of the College through their appearance, grooming, and responsible use of College property. These expectations ensure all students contribute positively to the learning environment and represent the College with pride.

Students must:

- Wear the correct uniform (Academic or Sports) neatly and with pride, ensuring it is clean, complete and in good condition. The full Academic Uniform must be worn to and from school each day, with correct seasonal items (tie, jumper, blazer) as required.
- Change into Academic Uniform before Pastoral class if arriving in Sports Uniform for early AIC training.
- Use only the Villanova College regulation bag and laptop satchel – no branded sports bags or alternatives are permitted.
- Wear approved jewellery only, such as:
  - Plain silver or gold neck chain with a Christian religious symbol
  - College badges (e.g., Senior, Student Council)
  - Wristwatch or Villanova wristband
  - Medical alert bracelet
- Keep hair neat, clean, and natural in colour, with styles that do not draw undue attention (e.g., no undercuts, mullets, lines, extreme fades, or long fringes).
- Be clean-shaven, with sideburns no lower than the earlobe.
- Not wear piercings, rings, or non-approved wristbands, including clear studs.

Failure to follow the Code of Conduct may result in disciplinary action and will be followed up by relevant staff in line with College procedures.

[VIEW THE FULL UNIFORM POLICY HERE](#)

[VIEW THE FULL HAIR & GROOMING POLICY HERE](#)



## Classroom Behaviour

The College process and consequences for inappropriate behaviour at the School are as follows:

### **LEVEL ONE BEHAVIOUR may include (not an exhaustive list):**

- Continued Lateness to Class
- Hat & Uniform
- Inappropriate laptop usage
- Minor Behaviour Expectations

#### **Strategies used by classroom teacher (not an exhaustive list) & recorded in MyVilla:**

1. In-class restorative reflective sheet
2. Restorative chat, affective statements and questions
3. Seating Plan change
4. Hallway Reset
5. Buddy Classroom
6. Lunch duty

### **LEVEL TWO BEHAVIOUR may include:**

In instances of continued disruptive and/or inappropriate behaviour where the strategies imposed from level one have been applied to no avail.

#### **LEVEL TWO BEHAVIOUR may include (not an exhaustive list) & recorded in MyVilla:**

- Rude to Staff
- Rude to peers
- Disruptive behaviour
- Inappropriate physical behaviour
- Noncompliance to staff
- Vandalism
- Repeated Level 1 Behaviours
- Failure to meet classroom expectations

#### **Strategies used by classroom teacher (not an exhaustive list):**

1. In-class restorative reflective sheet
2. Restorative conversation
3. Hallway Reset
4. Buddy Classroom
5. Playground withdrawal
6. Lunchtime Reengagement
7. Communication via MyVilla to Head of House

### **LEVEL THREE BEHAVIOUR**

In instances of continued disruptive and/or inappropriate behaviour.

#### **LEVEL THREE BEHAVIOUR (not an exhaustive list) & recorded in MyVilla:**

- Disrespectful to Staff
- Open Defiance to staff
- Vandalism
- Repeated Level 2 Behaviours
- Theft



- Hair
- Social Media
- Truancy

**Strategies used by Head of House (not an exhaustive list):**

1. Restorative Conversation
2. Playground withdrawal
3. Classroom Withdrawal
4. Lunchtime Reengagement
5. Community reengagement

## LEVEL FOUR BEHAVIOUR

Level four constitutes a serious breach of student behaviour.

**Examples of a 'serious breach' of the Code of Conduct would include major problems in the areas of: (not an exhaustive list)**

- Verbal or physical harassment of Staff or Students
- Unlawful behaviour or possession/sale/ distribution of illicit substances
- Gross insolence
- Inappropriate use of IT facilities and internet access

**Strategies used by Head of School (not an exhaustive list):**

1. Internal Suspension
2. External Suspension
3. External Suspension – Show Cause
4. Termination of Enrolment process.

## Internal Suspension

Internal Suspension is a College response used when a student's behaviour is serious enough to warrant removal from normal classes but where remaining onsite is considered appropriate and beneficial. The aim of an internal suspension is not to punish, but to create an opportunity for reflection, accountability, and growth while maintaining a connection to school routines.

### Purpose

Internal Suspension allows students to:

- Reflect meaningfully on their behaviour and its impact on others.
- Take responsibility for their actions through a formal statement of accountability.
- Continue with their academic work in a supervised setting, minimising disruption to learning.
- Reconnect positively with their House and College community before returning to regular classes.

### Process

When a student is placed on Internal Suspension, the following steps will occur:

1. Parent Communication – Parents will be informed by a phone call from the relevant Head of House, followed by a formal letter confirming the decision.
2. Supervised Environment – The student will complete the day in a designated space under staff supervision, away from regular classes and peers. They will not be permitted to attend school events, or extracurricular activities during this time.



3. Accountability Statement – The student will write a formal statement acknowledging the behaviour and outlining how they will make positive changes moving forward.
4. GREATS Reflection Sheet – The student will complete a reflection activity based on the College's GREATS framework, focusing on Growth, Respect, Effort, Accountability, Teamwork, and Service.
5. House and Head of School Meetings – Before returning to class, the student will meet with their Head of House and Head of School to discuss their reflections and set clear expectations for future behaviour.
6. Ongoing Schoolwork – Throughout the internal suspension, the student is expected to complete set classwork and homework to remain up to date academically.
7. Restorative – If appropriate and timely, the student will finally conduct a Restorative Meeting with any harmed party.

This process ensures that internal suspension is not merely a withdrawal from class but a structured intervention designed to support the student's personal development and uphold the values of Villanova College.

## External Suspension

External Suspension is a serious College response used when a student's behaviour significantly breaches the College's Code of Conduct or poses a risk to the safety and wellbeing of others. It is reserved for major incidents where time away from the College environment is required to allow space for reflection, accountability, and planning for a positive return to school.

### Purpose

External Suspension allows students to:

- Recognise the seriousness of their behaviour and the impact it has had on others and the wider College community.
- Take responsibility for their actions through formal reflection and accountability processes.
- Work with their family and the College to plan for positive change before resuming their place in the school community.

### Process

When a student is placed on External Suspension, the following steps will occur:

1. Parent Communication – Parents will be informed by a phone call from the relevant Head of House, followed by a formal letter confirming the suspension and its duration.
2. Time Away from College – The student will remain at home for the specified suspension period and will not be permitted to attend school, school events or extracurricular activities during this time.
3. Accountability Statement – The student will complete a written statement acknowledging the behaviour and outlining what they will do differently moving forward.
4. GREATS Reflection Sheet – The student will complete a reflection activity based on the College's GREATS framework, focusing on Growth, Respect, Effort, Accountability, Teamwork, and Service.
5. Ongoing Schoolwork – The student is expected to complete set classwork and homework while at home to remain up to date academically.
6. Mandatory Re-Entry Meeting – Before returning to classes, the student and their parent/s must attend a re-entry meeting with the Head of School to review the reflection tasks, discuss the expectations moving forward and confirm readiness to return.



This process ensures that external suspension is used as a structured and purposeful intervention to support behavioural change, while maintaining the safety, wellbeing, and integrity of the Villanova College community.

## External Suspension – Show Cause

The Show Cause process is the College's most serious behavioural intervention and is reserved for situations where a student's behaviour has seriously breached the College's Code of Conduct to the extent that his ongoing enrolment is under review. It occurs following an external suspension when the College believes a formal decision must be made as to whether the student should be permitted to remain enrolled at Villanova College.

### Purpose

The purpose of a Show Cause process is to:

- Provide the student with an opportunity to accept full responsibility for his behaviour.
- Allow the student and his family to present reasons why he should be given one final opportunity to remain at the College.
- Allow the College to make a considered decision regarding the student's enrolment based on all available information.
- Uphold the safety, wellbeing, and integrity of the Villanova College community.

### Process

When a student is referred to a Show Cause meeting, the following steps occur:

1. Notification – The student and his parents will be formally informed that his enrolment is under review and will be provided with the Show Cause process and protocols.
2. Preparation of Statement – The student is required to prepare and present a written statement outlining:
  - His willingness to accept responsibility for his actions.
  - How he intends to amend his behaviour.
  - How he will work cooperatively and positively if allowed to remain a student of the College.
3. Show Cause Meeting – The meeting is chaired by the Head of School. The Principal may attend, along with the student's Head of House and other relevant staff.
4. Parental Input – Parents/carers are invited to share any relevant information, context, or concerns with the Show Cause panel.
5. Panel Deliberation – After the student and parents have left the meeting, the panel will deliberate and make one of two decisions:
  - The student's enrolment will be terminated.
  - The student will be given one final opportunity to remain at the College under specific conditions.
6. Outcome and Conditions – Should the student be permitted to remain; a formal letter will be issued to the family clearly outlining the conditions of his continued enrolment.
7. One-Time Opportunity – A student can only attend one Show Cause meeting during his time at the College. Any further serious breach of the Code of Conduct after this will result in termination of enrolment. *(At the Principal's discretion, a student who attended a Show Cause meeting early in his College life and has demonstrated impeccable behaviour for several years may be granted a second Show Cause meeting if a significant period has passed between incidents.)*



This process ensures that the most serious breaches of the College's Code of Conduct are addressed with fairness, clarity, and an unwavering commitment to the safety, integrity, and values of Villanova College.

## LEVEL FIVE BEHAVIOUR

Level five constitutes an extreme breach of student behaviour. Such breaches of the Code of Conduct may result in bypassing a Suspension - Show Cause and an immediate escalation to a Termination of Enrolment process.

Please refer to the Termination of Enrolment Policy.