

Student Conduct

The Institute is committed to maintaining a respectful, safe, inclusive and professional learning environment. All students are expected to behave in a way that supports the wellbeing of others and reflects the standards of conduct expected within the Institute community.

These expectations apply to all students, regardless of study mode, and to interactions with staff, other students, clients and members of the public during Institute activities, including online study, on-campus activities, Residential Schools, placement and assessment.

Students are expected to demonstrate respect and courtesy, integrity, professionalism, safety, accountability and cultural safety in their interactions and activities.

Standards of Conduct

Students are required to:

- › treat Institute staff, other students and community members with respect and courtesy at all times, including during classes, Residential Schools and written, verbal and online communication;
- › comply with reasonable instructions and requests from Institute staff and participate willingly and positively in lessons, role plays, activities, discussions and assessments;
- › comply with Institute policies and procedures;
- › communicate and behave in a polite, professional and non-disruptive manner;
- › attend scheduled training, assessment and examination activities punctually and present themselves in a professional and respectful manner;
- › act safely and responsibly and consider the wellbeing of themselves and others;
- › use Institute facilities, equipment, computers and electronic devices responsibly and only for authorised purposes;
- › contribute to a safe, inclusive and respectful environment free from discrimination, harassment, bullying, gender-based violence and sexual misconduct;
- › engage respectfully with people from all backgrounds and demonstrate awareness of cultural safety, particularly when working with First Nations Peoples and culturally and linguistically diverse communities; and
- › refrain from discriminatory, intimidating, harassing or otherwise disrespectful behaviour towards staff, students or others associated with the Institute.

Breaches of Student Conduct

Students who do not meet the expected standards of conduct may be subject to disciplinary action.

Where a student is found to have breached the Student Conduct Policy, they will be advised in writing of the breach and the standard of conduct expected in their future interactions with the Institute.

If a breach occurs while a student is attending a tutorial, Residential School, examination or another Institute service, the student may, after a verbal warning, be asked to leave the premises at the discretion of the Lecturer, Student Support Staff, Dean or another Institute representative.

All incidents of misconduct are reported to the Dean or delegate, who is responsible for investigating the matter, informing the Provost and responding to the student.

Serious or Repeated Misconduct

Serious misconduct or repeated breaches of the Student Conduct Policy may result in a student's course enrolment being discontinued.

Where discontinuation of enrolment is recommended, the decision must be approved by the Provost and Chief Executive Officer. The Provost will advise the student of the decision in writing, including the reasons for the decision and any associated conditions.

Safety and Support

The Institute is committed to providing students with a safe, inclusive and culturally respectful environment.

Allegations or disclosures of inappropriate conduct, including sexual harassment, sexual assault or other forms of gender-based violence, are managed in accordance with trauma-informed and person-centred principles.

Students who experience or witness gender-based violence or another safety concern will be provided with access to appropriate support and reporting channels. Information will be handled sensitively and confidentially.

What Happens When a Conduct Concern is Reported?

When a concern about student conduct is reported:

- › the concern is reported to the Dean;
- › the Dean investigates the matter and communicates validated concerns to the student;
- › the outcome is provided to the student in writing;
- › serious or recurring matters are reported to the Provost; and
- › where discontinuation of enrolment is recommended, approval is required from the Provost and Chief Executive Officer before the decision is communicated to the student.

Complaints and Appeals

Students who are dissatisfied with a decision regarding their conduct may submit a written complaint or appeal in accordance with the Institute's Non-Academic Complaints and Appeals Policy.