Our Expectations of Students...

1. ORGANISATION

To satisfy the rights and the responsibilities of each student and staff member at Proserpine State High School, there is a need for the students to develop and show good personal organisation and for the school to have organisational rules to ensure its smooth operation.

A. Personal organisation involves:

- Bring the correct books, charged laptop and equipment to school, including the student diary (hard copy or electronic) for the recording of homework activities and assignment due dates, and having these available at the correct time in classes.
- Arriving at lessons on time.
- Marking all possessions clearly with your name.
- Wearing correct school uniform.

B. School organisational rules ask students to:

- Line up quietly for classes.
- Keep a walkway clear outside classrooms.
- Keep off verandahs and stairs before and after school and during recess.
- Deposit all litter in rubbish bins.
- Eat in designated areas, i.e., Year 7 and 8 eating areas, quadrangle, The Luke Complex and in the front of the school including the covered area.

2. OTHER PEOPLE

Social and academic learning outcomes are maximised for all through quality interpersonal relationships. Treating people at Proserpine State High School the way we would like to be treated involves:

- Having tolerance and respect for the feelings of others even if they differ from our own.
- Showing you value other people at Proserpine State High School, by listening attentively.
- Using appropriate language.
- Sharing respect for other’s personal space and belongings.

3. SAFETY

A number of procedures have been established to ensure the safety of all school community members. These include:

- Sitting on port racks is not permitted.
- Contact sports can only be played with a supervising teacher present.
- All ball games are to be played in designated areas.
- Following specific safety rules detailed by classroom teachers in practical areas such as: Science, Manual Arts, Home Economics, Marine Ed, Art and Physical Education.
- Ensuring you always have a pass when leaving the school grounds so that your whereabouts is known.

4. DRUGS AND SMOKING ARE NOT ALLOWED ON GOVERNMENT PROPERTY

Drugs, cigarettes, tobacco, matches or lighters must not be brought to school by any student. No member of the school community may smoke within the boundaries of the school grounds, this is a Queensland Government regulation.

Students caught smoking, in possession of cigarettes, matches or lighter, or with another student who is smoking, will be given three days after school detention on a first offence and will be suspended from school for any subsequent offence within the same school semester. This applies whilst at school, whilst travelling to and from school and on all school excursions. Students in possession of drugs may be excluded on the first offence.
5. INVOLVEMENT

As we all know, and should never forget, most students behave well most of the time. In fact, many see it as a right and a responsibility to create a better school atmosphere through active involvement and a positive attitude to roles students can take on outside the classroom.

Ways you can become involved include:

- Participation in extra-curricular activities, e.g. the school musical, the band, sporting teams, competitions
- Senior school leadership.
- Student Council - executive (Leadership pool members only), care group representative.
- Junior Student Council - Care Class Representative.
- Care Group - contributing to discussion in a constructive way, organising care group activities, roll monitor, reading notices, house captain (Leadership pool members only).
- Running lunch-time activities.
- Helping in the Canteen.
- Assisting with our student driven committees i.e. Community, Facilities, Social and Sporting.

Adherence to this code of behaviour ensures a caring and friendly school, where students learn to their best ability and we create an enjoyable learning and teaching environment for all.

Who Can Help?

All students are expected to accept the opportunity to learn and not distract others from learning. However, not one of us is on our own. At Proserpine State High School, people are available to help. Outside assistance can be recommended if required. Your Care Group teacher is often the first person to approach.

<table>
<thead>
<tr>
<th>Help You May Need</th>
<th>Who Can Help You</th>
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<tbody>
<tr>
<td>Harassment (Verbal or Physical)</td>
<td>Year Co-ordinator/s, Care Group Teachers, Administration or Behaviour Support Teachers.</td>
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<tr>
<td>Personal Counselling</td>
<td>Guidance Officer – Mrs. Rudinski.</td>
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<tr>
<td>Reducing Risk-Taking Behaviours</td>
<td>School Based Youth Health Nurse, Guidance Officer, Behaviour Support Teachers, Year Co-ordinator/s, Youth Support Co-ordinator or a teacher.</td>
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<tr>
<td>Study and Organisational Skills</td>
<td>Heads of Department and Year Co-ordinator/s, Behaviour Support Teachers and Youth Support Co-ordinator.</td>
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<tr>
<td>Career Advice</td>
<td>Guidance Officer – Mrs. Rudinski.</td>
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<tr>
<td>Health Advice: physical, emotional or mental</td>
<td>School Based Youth Health Nurse – Mrs. Karen Dachs. Found in Student Advisory Centre 4945 0112. Your school nurse is someone you can talk to in private about relationships, help with health information, health eating and exercise, feeling unhappy, sexual health, smoking, alcohol and other drugs, stress, puberty.</td>
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<tr>
<td>Supporting Indigenous Students</td>
<td>Community Education Councillor - Mr Gabey</td>
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Remember, you are not alone: your friends, parents, Care Group Teachers, Year Co-ordinator/s, Behaviour Support Teachers, Guidance Officer or Deputy Principals are available to assist you.