

English Language Centre - Student Code of Conduct

What is a Code of Conduct?

Conduct is a term used to describe how we behave and how we interact with other people in our communities. All members of the University community are expected to behave in ways that support the safety and inclusion of all members of the Community and have a responsibility to ensure that their behaviour does not adversely affect other members of the University Community, the University itself, or the community at large.

This Student Code of Conduct provides guidance about the types and standards of conduct the University expects from students and sets out how every student can expect to be treated by their peers.

To whom does this Code apply

If you are enrolled at Adelaide University then this Code applies to you, including when you are:

- undertaking activities related to your study, including clinical placements, internships, practicums, field trips, study away, exchange and study abroad, and examinations;
- representing Adelaide University, for example, promotional activities, competitions or sporting activities;
- on any property owned or leased by Adelaide University, whether or not this location is connected to your study;
- using University IT resources or other equipment referred to in the [IT Acceptable Use and Security Policy](#);
- on any University owned, managed, affiliated or branded student accommodation, including Aquinas College, Lincoln College, St Ann's College, St Mark's College, and Scape; or
- participating in activities or events organised by Adelaide University Union (YouX), Adelaide University Sport, or their affiliated organisations or clubs.

The Code of Conduct connects with a number of other Adelaide University documents, including (but not limited to):

- [Student Misconduct Policy](#)
- [Sexual Misconduct Policy](#)
- [Academic Integrity Policy](#)

- [Responsible Conduct of Research Policy](#)
- [Alcohol Management and Use Policy](#)

Conduct that warrants criminal investigation may be referred to the relevant law enforcement agency. A breach of this Code may constitute misconduct. Allegations of a breach of the Code will be considered in accordance with the Student Misconduct Policy or other relevant policy and penalties may apply.

Code of Conduct

Honesty, Respect, and Integrity

Students at Adelaide University are expected to:

- Treat staff, other students, and visitors to the University with respect and courtesy.
- Respect freedom of speech, including in academic work.
- Be accountable for their personal and academic decisions and conduct.
- Demonstrate honesty and integrity in their interactions with the University. This includes not engaging in fraud, providing false documents (e.g. transcripts, medical documentation), or presenting work for assessment that is not their own.
- Refrain from behaving in a way that threatens the physical or emotional well-being of others, including bullying, slander, sexual misconduct, vilification, or discrimination.
- Comply with all State and Federal laws.

The University and its Community

Students at Adelaide University are expected to:

- Respond to directions by those authorised to give them, including issues related to access to campus spaces, assessment and examinations, and behaviour on University premises.
- Ensure that they have permission if undertaking the audio or visual recording of any individual, group, or activity.
- Respect the privacy of staff and students, including not divulging confidential or personal information.
- Use information communication technology facilities, including email, website, and library resources appropriately, and in accordance with the University's IT Acceptable Use and Security Policy.
- Refrain from disrupting academic or official social/cultural activities.
- Avoid behaviour that may detrimentally affect others' ability to engage with their studies or enjoy University life.
- Not seek or obtain access to university property/spaces to which they are not authorised to have access.
- Not misuse, interfere with, endanger, damage, steal or cause the loss of any property or facilities, or digital assets which are owned or controlled by the University, or which are lawfully on University premises, including intellectual property;

University Rules and Governance

Students at Adelaide University are expected to:

- Comply with all University policies, procedures and rules.
- Be responsible for their own enrolment, and completion and submission of assessment. • Comply with any discipline specific codes of conduct that may apply to them and their future profession, including while on placement.
- Identify themselves (and to produce a Student ID card within a reasonable time of being requested) when asked to do so by a University staff member (e.g., by a security officer or examination invigilator).

Internal process for managing Student Code of Conduct in The ELC

Honesty, Respect, and Integrity.

As the process below progresses, the teacher will maintain a record of behaviour(s) that contravene the Code of Conduct as described above.

1. Class teacher meets student for informal discussion regarding behaviour that is in breach of the Student Code of Conduct (Behaviour Management Meeting 1). A record of the conversation will be saved in the student's file, and a copy will be sent to the student, the EPM and the MLT.
2. If behaviour continues class teacher meets student for follow up individual consultation (Behaviour Management Meeting 2). The Student Code of Conduct introduced ([Student Code of Conduct](#)). A record of the conversation is signed by teacher and student. If behaviour impacts academic progress, then teacher also issues an Academic Progress Warning.
3. If behaviour continues, Education Program Manager and a member of The Management Team meet student and provide formal warning followed up by an email (Behaviour Management Meeting 3). Specific examples of their inappropriate behaviour will be pointed out. The warning will reference referral to the Student Misconduct Tribunal (refer to [University Policies | Student Misconduct Policy](#)).
4. Should the student continue with their inappropriate behaviour following receipt of this formal warning in writing then they can be referred to the Student Misconduct Tribunal. A referral may result in suspension for a set period or permanent exclusion from the University. Referrals to the Tribunal are normally only considered if a student has been advised of this consequence and provided an opportunity to modify their behaviour.

Students must abide by the [Student Code of Conduct](#), and any breach will be managed under the Student Misconduct Policy.

The process for providing a formal warning to a student is outlined on the Early Intervention Group website, under staff resources at:

[Managing student complaints, appeals and conduct](#)