



Resident Behaviour Policy

Version: 2nd

Responsible To: Head of College & CEO – John XXIII College

Pertains To: Residents (Accommodation Agreement Holder) – John XXIII College

Supported By: Deputy Head of College – John XXIII College
Staff – John XXIII College

Collegiate Team – John XXIII College

Monitored By: Head of College & CEO – John XXIII College

Purpose

The College strives to provide a harmonious and supportive environment, where all behaviour is based on Christian values and the fundamental rights and responsibilities of the community members. In a college, noise, for example, can become a significant issue for the residents.

Residents that are ANU students are covered by student conduct rules that relate to their membership of:

1. John XXIII College, as residents, and
2. ANU, as students

Residents from other tertiary institutions are similarly covered by the student conduct rules of their institution and John XXIII College.

This policy outlines the requirements and procedures relating to the conduct of the residents of John XXIII College. It also strives to make the residents aware of their responsibilities in relation to noise and to provide the residents with procedures to resolve any noise issues.

Definitions

Misconduct

1. It is misconduct if a resident engages in conduct which:
 - a. is prejudicial to the good order and governance of the College; or
 - b. unreasonably hinders other persons or the community as a whole in their lifestyle at the College, in the pursuit of their studies in the College or in their participation in the life of the College or adversely affects their well-being; or
 - c. is otherwise reprehensible conduct for a member of the College to engage in.
2. Without limiting the generality of subsection (1), it is misconduct if a resident:
 - a. acts dishonestly or unfairly in connection with any dealing with the College; or
 - b. subjects another person to harassment, victimisation or other discrimination; or
 - c. behaves in an intimidating manner to another person or creates a hostile living, working or studying environment; or
 - d. makes a statement to the College or to a staff member or employee of the College that the resident knows to be false; or
 - e. engages in, or is party to, conduct intended to deceive the College; or
 - f. wilfully obstructs or disrupts an activity or proceeding of the College; or
 - g. wilfully or negligently destroys, damages, defaces, loses, removes or otherwise interferes with, or makes unauthorised use of, any property of the College or any other person; or
 - h. enters any place in the College that the resident is not permitted to enter; or
 - i. fails to comply with any reasonable directive or direction of an officer or employee of the College or a person acting with the lawful authority of the College; or
 - j. fails to comply with a provision of a policy or procedure or rule, order or direction made under a policy of the College; or
 - k. fails to comply with the College's instructions to residents in relation to, living at College or at College events; or
 - l. negligently or recklessly causes risk or danger to the health or safety of another person.



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Significant Incident

A significant incident is an act of misconduct or any incident noted in the list of non-financial and financial sanctions (See Appendix 2)

Unreasonable Levels of Noise

Unreasonable levels of noise means noise that impacts upon the lifestyle of a resident in their room, study areas and Dining Room.

An example of this would be noise that emanates from inside one room and is audible in the corridor space away from that room or audible to another resident who is in their own room with their room door closed.

Quiet Time

Quiet Time is the period of quiet time in the residential areas of the College, during the night of each day of the year, from 10.30pm to 8.00am.

Absolute Quiet Time

Absolute Quiet Time (AQT) is the period of quiet time in the whole College when there are exams happening at the university. There are two AQTs each semester:

- a. For the mid semester exams.
- b. For the end of semester exams.

During Absolute Quiet Time all residents have to be particularly sensitive to the need for quiet and productive study time throughout the College, at all times, except meal times.

Resident

A resident of the College is financial member of the College community who is residing at the College. This is the person who signs the residential Accommodation Agreement and lives at the College; it is not based on the person who is paying the fees (the Account Holder).

Community Standards Document

This is a document that clearly states the values that underpin the expected behavior of the residents and their relationships with the College and other members of the College community. All residents are required to sign this document as a condition of their membership of the College and will be held accountable for any breach of the document.

Resident Association

The John XXIII Resident Association (RA) is an incorporated student organisation within the College and run by elected student representatives. As such, it is a separate legal identity to the College. The College has a Memorandum of Understanding with the RA which allows the RA to work alongside the College to provide social, cultural and sporting activities to the residents of the College. The RA executive and committee are not considered College Student Leaders, but RA Student Leaders.

The Pastoral Team

The Pastoral Team at the College is the group of student leaders who have responsibility for monitoring the wellbeing of the residents. This team consists the Senior Residents (SRs). This team is led and supervised by the Deputy Head of College (DHOC) with the assistance of the Dean of Residents (DOR) and advice from the counsellor.

Guest (Visitor)

A Guest is a family member or friend (non-resident) invited into the College or to a College event by a resident of the College. This visitor is required to abide by the ethos and policies of the College. The College resident who invited the visitor is responsible for their actions while they are at the College or College event and have responsibility for the consequences of any misconduct of their guest.



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Duty Officer

The Duty Officer is the SR who is on after office hours duty.

Night Porter

The Night Porter is a security officer contracted to the College. They are on location after hours to provide support to the Duty SR and other SRs in their role of providing pastoral support and leadership during the evening.

Counsellor

The College employs a counsellor to assist the Pastoral Team, provide support to the Student Leaders and assist residents identified as “at risk”.

Principles

1. The Head of College has overall responsibility for the good order and conduct of the College.
2. The Head of College delegates responsibility to the Deputy Head of College who coordinates the roles of the Senior Residents (SRs) and the Night Porter, in maintaining good order. The Deputy is assisted in this role by the Dean of Residents
3. The Head of College also delegates limited responsibility to the Operations Manager and Business Manager, to maintain order in their areas of responsibility.
4. Student leaders have an important role to play in guiding the residents in what is appropriate behaviour at the College.
5. The College strives to create a happy, warm and supportive community atmosphere that is self-regulated and considers the needs and interests of all its members.
6. The residents make choices regarding their behaviour and are personally responsible for their conduct and also the conduct of their guests, as well as any consequences of any misconduct.
7. The guidelines to the expected behaviour of the residents is specified in the Community Standards Document and this policy.
8. Unreasonable noise compromises the quality of the environment that fellow residents enjoy. Every resident has the right to sleep and study in a quiet environment.
9. The consequences for misconduct must be commensurate with the type of misconduct and the circumstances surrounding the incident.
10. The detection of, investigation of and determination of the consequences of Academic Misconduct is the responsibility of ANU.

Policy

1. Responsibility for the smooth running of our College and for maintaining a harmonious and supportive community rests with each and every resident and staff member of John XXIII College.
 - a. It is therefore a requirement of College membership that each resident takes personal responsibility to abide by and assist in the enforcement of these rules.
 - b. Each resident is required to comply with and support the guidelines specified in the College’s Community Standards Document.
 - c. Each resident is expected to show consideration for others and respect their privacy and rights at all times. Thus, any undue pressure on, disturbance of, or harassment of, others will be viewed seriously.
 - d. Each resident is to show respect for College property, their own property and the property of others.



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2. Unreasonable noise and disruption compromises the quality of the environment that the residents require at the College. No unreasonable noise or disruption is acceptable, at any time, in the residential areas.
3. The College operates Quiet Time each evening during the year and Absolute Quiet Times when the residents are committed to exams at university. Noise and Disruption in the College during these times is seen as a serious offence.
4. As a resident of John XXIII College, each person is required to familiarize themselves with the relevant Community Standards, policies, procedures and rules of the College. The resident is then required to monitor all staff correspondence for updates or clarifications, sent via emails, PelicanNet and/or Facebook. When accepting the College offer of membership each resident will have signed an Accommodation Agreement in which they agreed to abide by the College's ethos, policies, procedures and rules. In addition, each resident must sign the Community Standards Document as a confirmation of their agreement to abide by those standards.
5. To appropriately respond a significant incident such as noise and behavioural issues, the College will have three levels of intervention.
 - a. Level 1 = where the residents deals with the issue themselves and negotiates a resolution.
 - b. Level 2 = where the incident is dealt with by an SR, Dean of Residents or by the Night Porter. This includes incidents dealt with by the Business Manager and Operations Manager.
 - c. Level 3 = where the issue is dealt with by the Deputy Head of College or their delegate.An Appeal process is described as Level 4.
6. The residents are required to follow the College's Community Standards, Policies and Procedures whether they are on-site at John XXIII College or off-site. Failure to conduct oneself in accordance with the College's Community Standards, Policies and Procedures will result in the interventions at the appropriate level.
7. Residents must be considerate of others living with them at College. The onus is on each resident to:
 - a. Regulate their behaviour and to take responsibility for their behaviour, and
 - b. Regulate their noise and to take responsibility for any disturbance coming from their room or activities in the study areas and Dining Room
 - c. Ensure that they and their guests are respecting others when they are enjoying the facilities at the College.
8. The Head of College has overall responsibility for the good management of the College and has the Board's authority to discipline residents who violate College Policies and Procedures. The Head of College has delegated the overall responsibility for wellbeing and discipline of the residents to the Deputy Head of College.
9. The Deputy Head of College:
 - a. has the power to expel, suspend, fine or reprimand the residents.
 - b. may delegate appropriate roles to the Dean of Residents, Business Manager, Operations Manager and any other staff.
 - c. may require a resident to carry out community service and other appropriate tasks, or restrict the resident's access to the College's facilities and services.
 - d. may require a resident to undergo counselling or any other programs, as a condition of remaining at College.
 - e. will decide the appropriate level to start the interventions.
 - f. will record any intervention at Level 2 or above on the resident's file.



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10. The role of the SR on each corridor is to monitor the wellbeing of the residents and to maintain discipline and good order on their corridor. To assist them in this role the College employs a Night Porter, but the ultimate responsibility for the corridor remains with the SR.
11. Where there is any allegation of misconduct which, might result in a resident (and ANU student) being suspended or otherwise removed from the College, will be reported in confidence and in writing to the Deputy Vice-Chancellor (Academic) (DVC(A)).
12. The role of the College in cases of Academic Misconduct is to advise the residents on their dealings with ANU, as the university deals with these cases. The only exception is where a resident steals academic work from another resident and in this case:
 - a. The College will deal with the theft of the information, while
 - b. The University will deal with the Academic Misconduct.

Appendix 1: Noise Policy

The College Requirements

1. During the day noise from conversations, computers, sound systems, radios, TV sets and musical instruments should be kept at an acceptable level.
2. The residential area is not the appropriate place for gatherings of more than four people. The Junior Common Room (JCR) is where residents can meet in groups.
3. The Quiet Time starts at 10.30pm each evening and goes through to 8.00am, and noise infringements during this period will be viewed seriously.
 - a. What is expected
When standing outside a resident's door after 10:30pm, no noise emanating inside that room should be audible in the corridors, and no noise emanating in the corridors should be audible in that room.
 - b. What is not Acceptable
Amplified music, loud televisions, shouting, conversations outside other residents' rooms, musical instruments, returning to College late at night and speaking loudly in the corridors are all examples of behaviours that could impact upon the quiet enjoyment of other residents.
 - c. To achieve this, residents need to:
 - i) Be considerate and respectful to the needs of others,
 - ii) Residents who wish to listen to music and movies in their rooms should use headphones,
 - iii) The use of washing machines after 10.30pm and before 8.00am is prohibited,
 - iv) Keep noise to a minimum when windows are open,
 - v) Group conversations in corridors or courtyards should be restricted,
 - vi) Any gatherings should be in the JCR at this time,
 - vii) Residents returning to College late at night need to avoid disturbing other residents who are trying to sleep.

Procedure – Dealing with Noise Issues

Step 1

The initial response to a noise issue is a level 1 request. This is where the residents affected by the noise of another resident, approaches the resident causing the noise and ask that resident to stop making noise, lower the noise or move to the JCR.

- Do not be confrontational, politely request that they curb their noise.



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Step 2

If step 1 is unsuccessful because

- a. the person/s are not a resident,
- b. you are unable to talk to them,
- c. it is an ongoing issue, or
- d. they ignore your request,

then the resident should call the Senior Resident on duty or speak to their corridor SR. It is the SR's role to deal with the issue and note the noise complaint.

Step 3

When the problem continues, the resident should take the complaint to the DHOC or DOR.

Procedure – Absolute Quiet Time

1. Absolute Quiet Time (AQT) is the period of quiet time in the whole College in the lead up to and when there are exams happening at the university. This is a time when the College requires all residents to be particularly sensitive to the need for quiet and for productive study time throughout the College. All residents need to be quieter around the College than usual, so that the other residents can study for their exams.
2. There are two AQTs each semester:
 - a. For the mid semester exams.
 - b. For the end of semester exams.
3. AQT is non-negotiable and any resident who makes noise at this time will be processed at a level 3 intervention.

Consequences

1. Residents who breach Quiet Time or Absolute Quiet Time will be dealt with under the Resident Behaviour Policy.
2. If an ongoing pattern of disruption is identified by the Deputy Head of College (DHOC), then the DHOC will act and upgrade the level of the offence.

Appendix 2: Sanctions

Introduction

1. For the actions that are either misconduct or inappropriate behaviour, a resident may receive a sanction.
 - a. Warnings may be issued prior to the implementation of one or more sanctions.
 - b. Repeat offences will result in more severe penalties being imposed and in some cases, counselling for the resident may be required to remain in College.
 - c. If an SR or AA breaches these Rules and Regulations, they will receive a sanction and / or have their appointment terminated.
 - d. The severity of an incident and the individual circumstances will be taken into account when considering a sanction, in which case the suggested sanction may be increased or decreased.
2. If the behaviour caused damage to the College, its property or the property of another resident or their guest, then in addition to one or more sanctions, the resident will be required to pay for the damages. When paying damages, the total cost that will be charged will include:
 - a. The costs associated with any false alarms.
 - b. Cleaning costs which will be charged to the resident on a cost recovery basis.



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- c. The cost of all labour involved in doing the repairs or replacement of the damaged property, and
- d. The cost of returning the damaged property to a “as new” state. In many cases this will involve replacing the damaged items.

NB.

It is not sufficient for the resident to pay for the repairs that simply restore College property and residents’ property to a workable but damaged state – they must pay for a new replacement.

Level of an Offence

1. Offences committed by a resident are classified into three levels
 - a. Serious
 - b. Intermediate
 - c. Minor
2. Examples of Serious Offences are listed below. These lists are not a comprehensive list of offences and they are to be used as a guide.
 - a. Unacceptable conduct
 - Being in breach of the Community Standards document
 - Offensive verbal or written comments or postings;
 - Physical fights;
 - Participating in drinking games;
 - Inappropriate/unhygienic pranks;
 - Disturbing/altering the usual order of another resident’s room;
 - Tampering with or misusing College property;
 - Bringing alcohol or a keg into a College or into to third party event’s supply-controlled area;
 - Disguising/obscuring one’s identity to carry out any misconduct;
 - Misuse or non-return of College, master or SR keys;
 - Unauthorised access of another resident’s room;
 - Inappropriate and unauthorised use of College facilities and resources;
 - Inappropriate and unauthorised use of another student’s property or computer resources.
 - Inappropriate behaviour and / or actions towards a staff member.
 - Failure to comply with College staff/contractor’s directive (a ‘directive’ is an instruction from College staff/contractor that is concerned with residents’ safety and residents’ compliance with College regulatory policies);
 - b. Reckless/negligent conduct
 - Endangering or threatening the wellbeing of a resident or others;
 - Causing property damage/loss;
 - Causing pest infestations.
 - Not complying with Absolute Quiet Time requirements;
 - c. WH&S Breaches
 - Not evacuating during a Fire Drill;
 - Creating a Fire Risk in the College by either:
 - i. Tamper with fire (smoke or heat) sensors or firefighting equipment;
 - ii. Lighting flames, such as on a candle in the room;
 - iii. Use a banned electrical item in their room such as double adaptors, electric blankets or radiators;
 - Other WH&S offences.
 - d. Academic Misconduct
 - Obtaining a copy of an assignment of another student and using information from it.



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- e. Other Misconduct
 - Bringing the College and / or its staff into disrepute;
 - Unauthorised use of College name, logo or other branding materials;
 - Inappropriate or unauthorised advertising.
 - Using electronic media or phone or social media to make inappropriate comments towards residents or staff (e.g. pranking).
3. Examples of Intermediate Offences are listed below. These lists are not a comprehensive list of offences and they are to be used as a guide.
 - a. Unacceptable conduct
 - Disrespect or lack of consideration for staff, SRs and AAs;
 - Failure to be a good role model, by being involved and leading an activity that is in breach of College Policy, Ethos or Values;
 - Arriving at a College or third-party event's supply-controlled (alcohol restricted) area in a state of intoxication;
 - At College events/RA Events or regular meals;
 - In a resident's room and / or College common area, that causes additional cleaning/maintenance;
 - Creating excessive noise or disruptive behaviour;
 - b. Reckless/negligent conduct
 - That causes unreasonable noise between 10:30pm and 8:00am;
 - Playing sports / games inside buildings e.g. Golf, cricket;
 - Throwing water at or wetting anyone at/in or going to or from College;
 - Not complying with Quiet Time requirements;
 - Incorrect parking on College grounds;
 - Smoking in non-designated smoking area;
 - Consuming alcohol in the Smokers' Area.
 - Food fights.
 - c. Uncooperative Behaviour
 - Remaining in room beyond period of Contract or returning early and/or staying as a guest without permission
 - Hosting a casual overnight guest without registration and/or payment for meal tickets and mattress
4. Examples of Minor Offences are listed below. These lists are not a comprehensive list of offences and they are to be used as a guide.
 - a. Unacceptable conduct
 - Repeated/ongoing or unacceptable noise that disturbs the community;
 - Conduct that facilitates any act that breaches the College's Policies and Guidelines.
 - b. Reckless/negligent conduct
 - Where after two warnings, a resident's room floor is covered by belongings and/or detritus and so can't be serviced;
 - Repeated or preventable inconveniencing of Duty Officer / SRs / College staff / contractors in the dining areas, college grounds or in buildings;
 - Uncleanliness in the Dining Room and removal of chairs and other equipment from the Dining Room.
 - c. WH&S Breaches
 - Storing a bike or bike parts in a resident's room / corridor.
 - Placing items in the corridor that may hinder an evacuation.



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- d. Uncooperative Behaviour
 - Parking a bike outside designated bike parking areas at College;
 - Failure to sign-in a guest for casual meal;
 - Failure to return assigned keys, including Music Room keys at completion of Contract Period;
 - Removing crockery and cutlery from Dining Room and having it in room/failure to return used crockery to scullery;
 - Failure to wear appropriate footwear in dining room/alfresco area (bare feet, socks or football shoes are not appropriate footwear);
 - Littering anywhere within College grounds or buildings;
 - When a resident disturbs the Duty Officer, SR or College staff or contractors after 10:30pm – 8:00am to be let back into his/her room (except in emergencies);
 - Removing excessive food from the Dining Room, leading to food wastage or unhygienic conditions in a resident's room or communal area.
5. Where a particular conduct is not noted and / or accommodated for in the levels above, but is a breach of the College's Community Standards Document or the College's Policies and Guidelines – then the Deputy Head of College shall make an assessment of the appropriate level.

Determining the Appropriate Sanction

1. When deciding on the appropriate sanction the College will consider:
 - a. The actual offence and its level,
 - b. The impact of the offence,
 - c. The circumstances around the offence.

Financial Sanctions

1. Financial Sanctions are deterrents that assist the College in the elimination of specific individual behaviours. Financial Sanctions are punitive and are payable in addition to the costs involved that relate to cleaning as well as to all the damages they create.
2. Financial Sanctions fall into three categories, based on the level of the offence:
 - a. Serious - \$105 to \$200
 - b. Intermediate - \$55 to \$104
 - c. Minor – up to \$54

Financial sanctions are in addition to any replacement cost required to be paid for damage to the College facilities and equipment.

3. The actual fine is decided or approved by the Deputy Head of College or other designated authority and depends on the circumstances associated with the misconduct and its impact. Based on the misconduct, impact and circumstances the Deputy Head of College may decide to:
 - a. Issue one sanction or a combination of sanctions.
 - b. Issue a fine within the range for a given offence.
 - c. Upgrade or down grade the suggested sanction to suit the circumstances.

E.g.

 - Downgrade a suspension to a fine.
 - Upgrade a fine to a higher category of fine or to a suspension.
4. Financial Sanctions are to be paid through the Front Office within seven business days of the resident receiving written advice of the Sanction. A receipt will be issued at the point of payment. Where payments are not received within seven days, may result in a non-refundable late payment fees and other additional fees may accrue on the residents' accounts.



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5. Residents who have outstanding fines or damage bills on their accounts:
 - a. Are not permitted to attend any College Functions or Formal Dinners.
 - b. At the end of the Accommodation Agreement:
 - i. Will be placed on Financial Probation, and / or
 - ii. Will have their ANU results withheld, and / or
 - iii. Risk their profiles being forwarded to debt collecting agencies.

The Non-Financial Sanctions

The College may apply one or more of the following Non-Financial Sanctions in response to misbehaviour by a resident. These sanctions may be imposed with or without any Financial Sanctions or payments for damages.

1. Meetings

Meetings with individual residents may be done either formally or informally.

- a. A Formal Meeting is a discussion followed by written advice about what behaviour was unacceptable, what behaviour is expected and the consequences of repeating the unacceptable behaviour,
- b. An Informal Meeting is a discussion, similar to (a) above but it is not followed by a detailed written advice.

NB.

A written record of the informal meeting may still be recorded on the resident's record.

General advice can also be given to all of the College residents through the All College meetings, College-wide emails, posting on PelicanNet, on Facebook, at formal dinners or as advice provided verbally from SRs.

NB.

- The content of these briefings will be deemed to have been communicated to all College members.
- All residents have a responsibility to monitor their ANU emails, PelicanNet and other forms of electronic communication used by the College

2. College Functions

This is where a resident loses the privilege of enjoying one or more upcoming College Functions. A College Function is defined as an approved College / RA / SR organised event.

The loss of privilege may involve:

- a. The resident being banned from attendance at the College Function(s), or
- b. Requiring a resident to withdraw from the College Function at a specified time(s) to meet with the Head of College or Deputy Head of College or their delegate to demonstrate appropriate conduct and condition.

3. Community Service

Community service involves the resident doing tasks:

- a. Around the College, or
- b. At a site away from the College.

like general cleaning, gardening, sweeping outdoor areas, assisting in the re-setting of the dining room/alfresco area for the next meal service or cleaning up after a meal time.

Community service is performed in instalments of individual hours.

This is often used when a resident has conducted themselves in a way that causes inconvenience to other residents or the operation of the College.



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4. Suspension from Facilities and Common Rooms

Suspension from Facilities and Common Rooms is the banning of a resident from attending some of or all of these College Facilities and Common Rooms for a specified period.

NB.

- This may include those days that a College, SR, AA or RA event is scheduled for those rooms or re-scheduled to those rooms from elsewhere.
- The resident will receive no refund of that portion of their fees that are allocated to their use of those facilities / common rooms for the period of their suspension from those rooms.

This is often used when a resident conducts themselves inappropriately in any of the College's rooms or at the Tavern.

5. Suspension from Dining Room & Alfresco Dining Area / Loss of Take-Away Meal Service

This type of suspension involves losing:

- a. The privilege of being able to attend the Dining Room and Alfresco Dining Area for nominated meals or specified times within the normal meal times, and / or
- b. The privilege to order take-away meals from the kitchen for a specified time.

residents are entitled to eat their meals and share all of the College's dining facilities with people who are conducting themselves appropriately.

NB.

- There is no refund given for those meals that the resident is required to miss, due to this sanction.
- This is often used when a resident conducts themselves in the Dining Room or Alfresco Dining Area in a way that is offensive to the norms and conventions of dining or when a resident repeatedly fails to pick up a pre-ordered take away meal.

6. Behavioural Probation

Behavioural Probation is a Formal Warning with a consequence for a further breach of the College's Policies and Guidelines. It specifically advises a resident that subsequent Interventions will lead to suspension or exclusion from College.

- a. The period of Probation may vary from a minimum of one term to a maximum of 1 year at the discretion of the Head of College.
- b. Subsequent issues requiring an intervention do not need to be the same or similar to the original incident.

A resident on Behavioural Probation at the end of a year will have their record reviewed and will either have:

- a. The Behavioural Probation removed, or
- b. The Behavioural Probation continued. In these cases, they will:
 - i. Be placed on reduced priority for return to the College in the coming year, or
 - ii. Not invited back in the coming year.

7. Suspension from College

Suspension involves the resident being asked to leave the College for a specified period of time.

During this time, the suspended resident may:

- Not enter the College grounds,
Exception:
They may only go to the College Office for the purpose of collecting mail.
- Not participate in College / RA / SR events being held at the College,
- Only participate in the College's off-site activities, including sporting, religious, cultural and social activities at the invitation of the Head of College,



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- Only return to College subject to those conditions imposed by the Head or Deputy Head of College.

The suspended resident:

- a. Must hand in their room keys before departing for their suspension.
- b. Must inform the Head of College where they will be staying during their period of suspension
- c. Will still be charged for their room during the period of suspension because their room is still reserved for the resident and all fees associated with the room will continue to accrue on the resident's account.

8. Exclusion from College

Exclusion means the resident must pack up all of their belongings and depart from the College permanently.

NB.

Contractual forfeitures attach to excluded residents' fee statements, as do charges that accrue for rooms that remain unfilled after the excluded resident has departed.

Excluded residents may NOT:

- a. Return to College without the specific approval of the Head of College.
- b. Return to the College as a guest without the specific approval of the Head of College.
- c. Participate in the College's on-site and off-site activities, including sporting, religious, cultural and social activities without the specific approval of the Head of College.

Examples of Actual Offences that may lead to Suspension or Expulsion are given below. These lists are not a comprehensive list of offences and they are to be used as a guide.

a. WHS Breaches

- Tampering with fire or security equipment or detectors,
- Deliberately triggering a false alarm or misbehavior that triggers a false alarm,
- Cooking, lighting fires, smoking or burning substances or candles anywhere in the residences,
- Standing on/walking on/being on exterior window ledges or College roof,
- Other serious breaches.

b. Unacceptable Conduct

- Criminal Activity;
- Sexual Assault or Sexual Harassment;
- Physical assault;
- Harassment, bullying, hazing, discrimination, racial prejudice or intimidation;
- Selling, supplying or using illegal or non-prescription drugs;
- Theft, willful damage or vandalism of College property or the property of a resident;
- Using electronic media, social media or phones to harass residents or staff;
- Disobeying specific instructions from the Head of College, Deputy Head of College, Operations Manager and Business Manager;
- Misuse of Power by residents in positions of authority – especially with residents under the influence of alcohol or residents under the age of 18;
- Use of keys to make an unauthorised entry into a resident's room or College room;
- Use of force to make an unauthorised entry into a resident's room or College room;
- Turfing or trashing a resident's room;
- Possession of weapons or offensive implements;
- Invasions of and misbehaviour at other Halls or Colleges;
- Organising an unauthorised resident event;



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- Running a resident event in contradiction to the approved conditions for the event;
 - Organising drinking games;
 - Accessing another resident's computer account, data files or social media account;
 - Supplying alcohol to a minor at College or at a College/RA event
 - Disorderly conduct associated with alcohol;
 - Providing false information to the College, including on enrolment or during a disciplinary investigation.
- c. Academic Misconduct
- Stealing and copying work from an assignment of another student
- d. Other Misconduct
- Repeated offences
 - Infringements of Serious Offences that may lead to a fine.
9. **Any other appropriate sanction deemed suitable by the Deputy Head of College**