



**DUCHESNE
COLLEGE**

Address: College Road, St. Lucia,
Queensland, Australia 4067
Telephone: (07) 3377 2333
Email: duchesne.college@duchesne.uq.edu.au
Web: www.duchesne.uq.edu.au

Duchesne College Student Code of Conduct

VISION AND VALUES

Vision

Inspiring personal formation within an inclusive community and an atmosphere of wise freedom.

Values

We seek “Strength in the Light of Truth”, as expressed in our motto: “*Robur in Luce Veritatis*”.

- We respect each individual within our community
- We embrace diversity and inclusivity
- We aim for the highest standards in all our undertakings
- We value and promote charity and service
- We are committed to our Vision

All students are required to be aware of and act consistently with these values.

INTRODUCTION AND PURPOSE

Life at Duchesne College should be an active, harmonious, ethical and positive experience focused on academic learning, community engagement, and personal and professional growth so that all students have the best opportunity to live, grow and flourish.

The Duchesne College Student Code of Conduct aims to foster the College’s values and encourage active engagement between the College and the study body within the contexts of residential living, learning, and engagement within the College and its wider community.

The purpose of the Code of Conduct that supports the Duchesne College student experience is to define the relationships between students, College staff, Council members, universities, and the broader College community. The code outlines the responsibilities and expectations of all Duchesne College students, their behaviours, and the values that guide all interactions between students, College staff and stakeholders.

Students are expected to abide by and uphold the Student Code of Conduct throughout the duration of their time at Duchesne College. Any potential contraventions of the Student Code of Conduct will be dealt with under the provisions of the Breach of Code of Conduct Guidelines.



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Definitions

College: For the purpose of this policy, any reference to 'College' or 'the College' refers to Duchesne College.

Student: An individual person who is formally enrolled at the College as either a resident or associate member.

SCOPE

The Code of Conduct is applicable to all Duchesne College students and their guests with respect to all actions and activities relating to or impacting on the College, The University of Queensland, other colleges and universities, and students and staff. The [UQ Student Charter](#) and the following Duchesne College policies and procedures should be referred to in conjunction with the Code of Conduct:

- Academic Care Policy and Procedure;
- Alcohol Policy;
- Fair Treatment Policy;
- Resident Handbook;
- Sexual Misconduct Policy;
- Social Media Policy; and
- Student Leadership Agreement.

EXPECTATIONS OF STUDENTS

All staff of Duchene College are committed to providing a positive learning and living environment for students that is free from harassment, discrimination and inappropriate or threatening behaviour. To support and preserve this environment, student also have the responsibility to maintain a high standard of behaviour and conduct, including expectations with regards to:

- General behaviour and personal conduct;
- Respect and support;
- Academic honesty and integrity;
- Safety and wellbeing;
- Privacy and confidentiality; and
- Community engagement



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GENERAL BEHAVIOUR AND PERSONAL CONDUCT

As a student of Duchesne College you are expected to:

- Contribute positively to the Duchesne College community and display a responsible, respectful attitude at all times.
- Contribute to a harmonious, respectful and fun-living College environment.
- Conduct themselves in a disciplined manner when representing the College, including within the University and in mentoring, external or internship contexts.
- Treat all students, staff, alumnae, Council members, volunteers, any visitors to the College and any other members of the public with respect, dignity, impartiality, courtesy and sensitivity.
- Ensure a warm welcoming approach to all residents and associates to forge strong inclusive relationships throughout the College.
- Act honestly and ethically in their dealings with the College, respective university or other institution, and all persons cited above.
- Not engage in any activity which has the potential to bring the College into disrepute.
- Maintain a cooperative and collaborative approach to inter-personal relationships.
- Read and respond respectfully as required to all official correspondence from the College, including email and telephone messages and meet required deadlines. Students should note that the College staff communicate directly with students, rather than their parents or guardians, except in extenuating circumstances as deemed appropriate by the Head of College or delegate.
- Respect the privacy of students, staff, alumnae, Council members, volunteers and any other members of the public.
- Never engage in illegal activities. This may result in cancellation of residency or associate membership at the College.
- Honour their financial commitments to the College.
- Abide by all College policies and procedures as amended from time to time.
- Treat all College property with care and respect.

RESPECT AND SUPPORT

All students must contribute positively to an environment free of discrimination and harassment. Students must treat each other, staff, and other members of the broader College community in a fair, respectful, and equitable manner including but not limited to:

- Acknowledging and respecting the cultural background of this land and its Traditional Owners and Custodians.
- Acknowledging and respecting the diversity of the College community.
- Communicating in a tone that is not offensive, aggressive, rude or insulting.



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- Not misusing power through positions held to disadvantage or inhibit others in fulfilling their duties.
- Implementing fair and transparent practices in decision-making.
- Not influencing behaviours which are deemed unlawful or improper.

ACADEMIC HONESTY AND INTEGRITY

The College prides itself on being a supportive and inclusive learning and living environment, as such, all students are expected to:

- Take responsibility for their own behaviours towards education and self-directed learning.
- Actively engage as learners and prepare for and participate in all teaching and learning activities.
- Act ethically and honestly in the preparation, conduct and submission of academic work.
- Avoid any activity or behaviour that would unfairly advantage or disadvantage another student academically.
- Accept and act on the advice and feedback given regarding academic performance.

SAFETY AND WELLBEING

The safety and wellbeing of all students, staff and wider community is an integral part of the College. Students are expected to:

- Ensure that the health, safety or welfare of other students, staff and wider College community are not compromised.
- Maintain effective and safe functioning of the College.
- Adhere to the College workplace health and safety guidelines and requirements.
- Adhere to the COVID Safe Action Plan.

PRIVACY AND CONFIDENTIALITY

All students must:

- Respect the privacy of students, staff, alumnae, Council members, volunteers and/or any other members of the public.
- Respect the confidentiality of information shared within the College environment.

COMMUNITY ENGAGEMENT

The College expects all students to undertake the following responsibilities to support and enhance the spirit of its community:



- Attend all formal dinners and events, including professional engagement opportunities unless exemption has been granted by the Head of College or delegate.
- Participate in Inter-College Council (ICC) activities and events, where practicable.
- Participate in College service initiatives.
- Participate in Resident Leader family activities.

BREACH OF THE CODE OF CONDUCT GUIDELINES

A Misdemeanor	A Serious Incident
A minor wrongdoing A less serious crime (in common law)	A major wrongdoing A serious breach of Student Code of Conduct
Includes but not limited to; <ul style="list-style-type: none"> • Noise violation as per Student Code of Conduct • Minor non-compliance with the Student Code of Conduct (as decided by the Head of College) • Complaints brought by other Colleges • Disrespect for College property • Non-response to multiple requests to tidy common living areas 	Include but is not limited to; <ul style="list-style-type: none"> • Vandalism of College or student property • Non-approved drinking events within the College boundaries • Reportable offence brought to the Head of College by another College • Contravention of the Social Media Policy • Use of foul language or any behavior that brings the College into disrepute while wearing student merchandise or representing the College • Underage drinking • Drinking alcohol prior to/or at a sporting event representing Duchesne College

Consequences will apply to any student who is involved in a misdemeanor or serious incident. The following table will be used as a guide.

Level	Example	Consequences
Level 1	<ul style="list-style-type: none"> • Minor non compliance with the Student Code of Conduct e.g. noise violation, abuse of rules regarding guests in the College 	<ul style="list-style-type: none"> • Letter of apology as appropriate and as directed • Reparation and apology in person • Attendance at regular meeting with the Head of College or delegate
Level 2	<ul style="list-style-type: none"> • Contravention of alcohol policy – first warning 	<ul style="list-style-type: none"> • Letter of apology as appropriate and as directed • Reparation and apology in person



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	<ul style="list-style-type: none"> • Contravention of social media policy 	<ul style="list-style-type: none"> • College community service (2-5 hours) • Meeting with the Head of College and their delegate on a weekly basis until Community Service is completed • Incident report in file • Letter of warning on file
Level 3	<ul style="list-style-type: none"> • Serious offences including vandalism and theft (evidence provided) • Contravention of alcohol policy – second warning • Repeated misdemeanours 	<ul style="list-style-type: none"> • Letter of apology as appropriate and as directed • Reparation and apology in person • College community service (5-10 hours) • Meeting with the Head of College and their delegate on a weekly basis until Community Service is completed • Incident report in file • Letter of warning on file • Letter to parents/guardian
Level 4	Drug use and/or supply	<ul style="list-style-type: none"> • Should it be deemed that the incident be reported to police, this matter has then moved beyond the procedure • Further consultation with parents/guardians and other administrative and law enforcement bodies may be required

FEEDBACK

The Code of Conduct is reviewed on an annual basis. College staff, students, and parents/guardians may provide feedback or inquiries about the Student Code of Conduct by emailing the College: head@duchesne.uq.edu.au