



CODE OF CONDUCT

Introduction and Objectives:

Upon application for a place for their son(s) at the school, parents agree to abide by the Code of Conduct of the School and to actively support the maintenance of an orderly learning environment. This reasonable expectation ensures that constructive learning and positive interaction can take place, and that fair discipline can be applied where necessary. While discipline may, at times, be punitive, it is always intended to be constructive and to correct and prevent further instances of unacceptable behaviour.

The Aim of the Code is:

To ensure a high standard of behaviour and thus opportunity for optimal education.

To encourage the boys to develop an intrinsic discipline, which is created through the understanding and adherence to the underlying principles and values that govern.

To protect the interests of all at WPPS by ensuring a sound ethos.

To ensure that the disciplinary measures are fair, and that boys learn why their behaviour was wrong, who or what was disrespected through the behaviour, corrective steps to put it right immediately and strategies to ensure it does not happen again in the future.

To put in place a culture of discipline in which boys, parents and teachers will be aware of the rules and regulations, and will accept joint responsibility for the application and execution of the Code.

Legal Aspects:

At WPPS the Code expects from each boy a positive attitude towards the school and a sense of pride in his conduct.

A boy with a positive attitude should view the Code as a guideline for behaviour both on and off the premises and he should apply himself to adhere strictly to the Code. Such a boy will be proud of his school, his school uniform and the image of the school.

It applies to all boys enrolled at WPPS and is applicable at all times and in all situations in which the boy can be regarded as such, e.g. on buses, during sporting events, all extra mural activities and in public places.

Expectations of the School with regard to boys:

Boys are expected not to disrupt or disturb others during the learning process.

- Boys are expected to show respect to God, themselves, others and the environment in which they live. The display of good manners and care for others and the environment is the outward manifestation of respect.
- Boys are expected to strive to do their best in all activities at school.
- WPPS boys should always conduct themselves in the knowledge that they are ambassadors of their school.
- The school uniform is the pride of WPPS and therefore boys are expected at all times to be neatly and correctly dressed, whether attending sport and cultural gatherings, school events, on buses or in streets.
- Hair must be neat, trim and well kept at all times; only acceptable hairstyles will be permitted. No gel, hair colouring or extravagant hairstyles are allowed.
- Boys may not wear any cosmetic jewellery.
- No boy may leave the school premises during school hours, unless accompanied by a member of staff, without the written permission from the Headmaster, the Deputy Headmaster, the Head of the Junior Prep or the Head of the Pre-Prep.
- Boys need to respect their own property, the property of others and the school property. Vandalism is seen as a serious offence.
- Ball games are prohibited in all school buildings and corridors, unless supervised by a member of staff. Boys are not allowed in classrooms during break times. They are encouraged to play outside during these times. Littering will not be tolerated.
- Punctuality is viewed as being very important at WPPS.
- Stealing will not be tolerated. Copying others work and plagiarism is viewed as stealing. So too is borrowing without express permission.
- Boys are expected to be organised. They need to ensure that they bring the correct equipment to whatever activity in which they are engaged. Their areas within the school should be kept neat and tidy.
- Bullying or any form of violence is not acceptable at WPPS.
- No cellphones, iPads, electronic devices, rollerblades/skates may be brought to school.
- Boys may not sell any articles at school, unless authorised to do so by the Headmaster.
- Boys may not use foul or improper language on or outside the school premises.
- When waiting to be fetched after school, a boy must wait inside the school gates.
- When waiting to be fetched during the school day, a boy must wait inside the school office and be collected from there.
- A boy must adhere to the various school policies. Examples include, but not limited to, participation in sport, the sun policy and Acceptable User Policies.

Prohibited Areas:

Boys should note that the following areas of the school are out of bounds before and after school and during breaks (except under the supervision of a member of staff):

Classrooms, the Hall, Staff Room, Staff Cloakrooms, Swimming Pool, Computer Centre, Design and Technology Centre, Kitchen, Music Rooms, and Staff Quarters.

DISCIPLINARY CODE

Forms of Discipline:

Disciplining and punishment measures must be educationally sound and in proportion with the nature and severity of the offence. The following types of discipline, or combinations thereof, but not limited to these, can be used.

- Reprimanding the boy
- Telephonic contact with the parents/guardians of the boy
- Informing the parents/guardians in writing of the offence
- Community Service
- Setting of tasks
- Claiming the cost of damage done by the boy
- Assessment marks withheld
- Confiscation
- Internal suspension of the boy
- Suspension from sport
- Suspend the boy from the school
- Expel the boy from the school

Corrective Engagement:

Our approach to discipline at WPPS is one of corrective engagement where we would like our boys to learn from their mistakes and develop an intrinsic self-discipline, which is focused on values and principles.

To this end, we would like our boys to think seriously about and answer four important questions when they find that they have shown disrespect or transgressed in any way. These being:

- a) What did I do wrong?
- b) Why did I do it?
- c) Who or what did I disrespect and how?
- d) What can I do to rectify the situation now?
- e) What should I try to do to ensure it does not happen in the future?

Categories of Transgressions:

Transgressions by boys are divided into three categories, i.e.

- Category 1 Less serious offences
- Category 2 Serious offences
- Category 3 Extremely serious offences

Transgressions in Categories 1 and 2 will be dealt with by the Teachers and Deputy Headmaster of the school, while transgressions in Category 3 will be dealt with by a Disciplinary Committee.

As far as it is practically possible, all disciplinary action (Categories 2 and 3) will be communicated in writing to the boy or his parents.

Category 3 offences will immediately be referred to the Disciplinary Committee.

In severe cases, an interview will be arranged immediately with the parents/guardians of the relevant boy.

Disciplinary Measures:

Herewith is the list of transgressions and possible punishment in each category:

Category 1 – Less Serious Offences

The individual teachers will deal with these offences and those similar. Continuous breaches in this category can result in further action being taken, examples include, but not limited to:

- Homework not being completed
- Textbooks and exercise books not brought to class
- Lost property left lying around the school
- Not having the correct kit for sport, etc.
- Not returning school documentation, i.e. reports, circulars, return slips; or not showing these documents to parents or not having them signed
- Eating or drinking in class without permission
- Wearing incorrect uniform
- Arriving late for class without a valid reason
- Not having a diary
- Disrupting the class
- Chewing gum
- Running in the corridors
- Littering

Category 2 – Serious Offences

Boys will be sent to the Deputy Headmaster for offences comparable to the following examples, but not limited to:

- General poor behaviour
- Disobedience
- Continuously disrupting a class with the result that effective reading and/or learning cannot take place
- Foul, indecent or rude language
- Rudeness to others
- Ignoring reasonable instructions from staff
- Refusing to obey school rules
- Destructive or derogatory comments to others
- Absence without permission from class or extra mural activities
- Not adhering to various school policies

The Deputy Headmaster will then decide on the appropriate punishment.

Category 3 – Extremely Serious Offences

Boys will be reported directly to the Headmaster or Deputy Headmaster. A disciplinary enquiry will be held and the parents will be contacted.

Examples of offences include, but not limited to:

- Behaviour which endangers others safety or seriously infringes on their rights
- Bullying or intimidation of fellow boys
- Fighting and violence at school
- Vandalism
- Dishonesty – including copying during tests and exams, as well as copying or forging signatures
- Hateful language, racism or sexism
- Theft or possession of stolen property
- Any illegal behaviour including but not limited to drugs, alcohol, smoking, pornography.
- Sexually inappropriate behaviour
- Continually infringing in Category 2

Procedure:

When dealing with serious offences the Disciplinary Committee of the School may either (1) elect to deal with it summarily based on the evidence put before the relevant master or (2) refer the matter to a disciplinary hearing – a formal type hearing where the school and boy state their case and a decision is reached, or (3) when required, to refer the matter to a disciplinary sub-committee of the Board which may be convened for just that incident.

The Disciplinary Committee shall include the Headmaster and /or Deputy Headmaster and a delegated Manager, (one of whom shall act as Chairman) and at least one other staff member. The Disciplinary Committee will interview boys whose behaviour is not satisfactory. This will include a clear statement of the transgression. Parents may be requested to attend such an interview. Legal representation in the process is not permitted, however, the boy or parent will have an opportunity to respond. The results of this interview will be recorded. Parents of the perpetrator will then be informed of the decision taken by the Committee. The victim/s parents may also be contacted to inform them of the outcome of the hearing and the action that the school will be taking.