ST ALBERT’S COLLEGE BEHAVIOURAL EXPECTATIONS

The goal of the St Albert’s College leadership is for all students to adhere to our College values in all decisions made. The following expectations specified in this policy have been established to protect the rights of the College, the students, and other stakeholders of the college as well as the local community.

1. **Respect:**
   1.1. It is expected that all members of our college community will respect the rights of others, both students of the college and its employees. This also includes the members of other colleges and residential dwellings within the vicinity of St Albert’s.
   1.2. This level of respect will ensure that they too feel safe and supported in an environment free from harassment or intimidation in all circumstances.
   1.3. Participation in any act of hazing arising from initiation, affiliation or membership is not permitted at the college.
   1.4. Membership of any group or organisation associated with the college that is not approved by the Master or Dean is prohibited.

2. **Confidentiality:**
   2.1 It is expected that all members of the college will always provide information that is accurate and true and that they do not divulge any confidential information relating to the College or any of its students or other stakeholders.

3. **Academic Accountability:**
   3.1 In accordance with the UNE academic policy it is expected that students will not share their assessment task with another student or use someone else’s work (partially or fully) in the preparation of their own assignment.
   3.2 GPA: In line with the University’s academic policy it is expected that students will maintain a pass average (GPA of 4.0) each trimester of study.
   3.3 Additional support structures will be offered to students in unique and difficult academic situations.
   3.4 It is the responsibility of the individual to take up these support structures and/or seek a meeting with the Master or Dean to discuss any additional support that may be required.

4. **Reputational Risk:**
   4.1 It is expected that no member of the college will commit any actions or make any comments that could cause reputational damage for the College including being involved with the production of any offensive material, including material that may have reference to the College, its floors, blocks or clubs or associations.

5. **Intellectual Property:**
   5.1 No member of the college community is permitted to produce any material using the College’s name or logos without prior permission from the College Master.
6. Information Technology:
6.1 It is expected that no college members will use any communication tool in a manner that is not ethical, lawful, effective and efficient. This includes any unauthorised usage of college or individual computers including the misuse of social media.

7. Prohibited Items:
7.1 It is expected that no firearms, ammunition, explosives, other weapons, or chemicals will be brought on to college grounds.
7.2 Non Prescription Drugs and Other Dangerous or Prohibited Substances are not permitted on grounds.
7.3 It is expected that no member of the college will misuse or offer other students any dangerous or prohibited substances, sprays or chemicals.
7.4 Any illegal usage of drugs will result in immediate removal from the college and reporting of the offence by college management to the Armidale police station.

8. College Infrastructure:
8.1 All buildings and grounds within the college are to be treated with respect to ensure damage does not occur.
8.2 No litter of any kind is to be left behind after using any area of the College grounds or buildings.
8.3 Each student is allocated a room that is effectively their home during their stay at College. The room is to be assessed at the beginning of each year by the RST and then during the year with regular room checks and finally when the student vacates the room. The inspection will note any damages or items missing from the room.
8.4 All items are to remain in the room throughout your stay at the college. Damage apart from reasonable wear and tear, will be paid for by the occupant of the room.
8.5 Any damage should be reported to the RST as well as to the College Office.
8.6 Accidental damage to any College facilities will attract no other penalty than the replacement of the damaged property (including labour costs).
8.7 It is expected that students will not gain entry to a student’s room without their permission including using a student leader’s keys without the approval of the Master or Dean to gain entry to a Student’s room.

9. Vandalism:
9.1 Any vandalism or intentional damage to college facilities is considered a serious offense against the college and will result in a 'show cause' to remain at the college.
9.2 All damage will be paid for by those responsible in addition to fines. Students will be billed to their college account for any damage caused.
9.3 If the person responsible for damage to college property is not identified, the replacement of the damaged property will be charged to either the students of a floor or block or the JCR – which reduces their capacity to buy new facilities for student use.
10. Sexual and Sexist Harassment:
10.1 Any attempt to coerce an unwilling person into any form of sexual activity, or to subject a person to repeated unwanted sexual attention, or to punish a refusal to comply, constitutes sexual harassment, and if reported will result in immediate formal follow up by college management and may lead to criminal charges.
10.2 Any incident of sexist harassment which can result from sexist behaviour which is not necessarily of a sexual nature, but which arises from discrimination against women or men on the basis of sex is not tolerated at the college.
10.3 Any harassment on the basis of sexual preference which can result from verbal or physical conduct which arises from discrimination against individuals on the basis of sexual preference or imputed sexual preference is not tolerated at the college.

11. The Dining Hall:
11.1 It is expected that all members of the college will act responsibly in the dining hall at all times respecting the rights of others and property. Nothing is to be removed from the dining hall without the express permission of the Master or Dean.

12. College Guests:
12.1 All guests need to be either registered with the office or enter their name in the visitors log. It is the host's responsibility to ensure the guest's behaviour is aligned with college values while they are in the College, this includes ensuring that a guest does not have an unpaid meal.

13. Noise:
13.1 The time period for normal daily activities is 8.00am - 10.00pm. During this time the noise level should be such as to allow students in adjoining rooms to pursue their studies undisturbed by others.
13.2 Between the hours of 10pm - 8am it is expected that the college will be a quiet area. Therefore the use of laundry facilities or causing a disruption in or around the blocks or areas such as the fishbowl between these hours is prohibited.
13.3 On the few gala occasions (e.g. Formal Dinners and JCR functions) on which the college as a whole celebrates higher than normal levels of noise are tolerated.
13.4 Those seeking a quiet spot to study at these times should go to the University Library.
13.5 Televisions, radios, other electronic equipment or musical instruments should not be audible outside the room where they are being operated. This applies particularly to block common rooms.
13.6 It is expected that students will always comply with the directions of the RST and JCR Executive in relation to noise levels.

14. Parties:
14.1 A party is defined as any gathering of two or more people where the activities of those present result in other college students being disturbed.
14.2 Study bedrooms are not to be used for parties.
14.3 If activities are being undertaken in Block common rooms, the doors should be closed and sound systems should be set at a level, which cannot be heard outside the room.
14.4 Students are encouraged to frequent the Junior Common Room or BBQ area for most social gatherings.

14.5 College parties need to have the approval of the Master or Dean and must involve completing an Event Form.

14.6 Parties have the following requirements: The host is responsible for the behaviour of the guests. Equipment from the kitchen or dining hall is not available for parties. The party is to close down by 10 pm. After 10pm it is suggested that the party move to the JCR or off university and college grounds.

14.7 All members of the college involved are expected assist in the clean up after parties and social gatherings – the host is responsible for this clean up.

15. Exam Curfew:
15.1 The fortnight prior to exams and during exam time is the designated Curfew for the College. Except from 12.00pm to 2.00pm and 5.00pm to 7.00pm, there is to be a quiet, study-oriented atmosphere in the blocks.

15.2 It is expected that no member of the college will hold parties or drink on college grounds or cause a disruption in or around the blocks at any time.

16. Alcohol:
16.1 It is expected that all members of the college community act responsibly with the usage of alcohol including not partaking in any activities that are not aligned with the values of the College or with societal norms.

16.2 Underage students will not attend any licensed events within College.

17. Smoking:
17.1 Smoking is only permitted in designated areas and must occur a minimum of 4 metres from any doorway or entrance to any building.

17.2 All cigarette butts must be discarded in the bins provided.

18. Work, Health and Safety - College functions
In order to organise any event on College grounds one must:
18.1 Have completed a risk assessment form which has been approved by the Dean or Master;
18.2 Complete an event form and run the event as specified in the approved form;
18.3 Not run an event for College students that is dangerous or breaches RSA or health regulations;
18.4 Not intimidate or by any other act or omission, intentionally hinder or obstruct a person who in the process of administering or receiving aid for illness or injury;
18.5 Not deliberately create a risk (or the appearance of a risk) to the health and safety of any member of the college community (e.g. place obstructions in hallways or stair wells).