

# STUDENT CODE OF CONDUCT POLICY

Reference: POL-040  
Status: Active  
Classification: Board  
Approved Date:  
Review Date: Sept 2025  
Page: 1 of 4

<b>Purpose</b>	The purpose of this policy is to provide a statement of the expectations that BPP Institute has of its students as members of the Institute's community.
<b>Scope</b>	This policy applies to all current students. This policy does not cover student academic misconduct, which is dealt with separately in the Student Academic Integrity and Misconduct Policy and Student Academic Integrity and Misconduct Procedure.
<b>Policy Principles</b>	<p><b>1. General</b></p> <p>1.1. The Student Code of Conduct at BPP Institute aims to develop and support a friendly and safe environment so that a productive working relationship between BPP Institute students and staff can be established and maintained.</p> <p>1.2. Where there are breaches of the Student Code of Conduct, BPP Institute may take disciplinary action, as given in the Student Code of Conduct Procedure.</p> <p><b>2. Discrimination, Harassment, and Bullying</b></p> <p>2.1. BPP Institute is committed to providing a learning environment that values diversity, offers equal opportunity to all students and is free from harassment and discrimination.</p> <p>2.2. All students of BPP Institute can expect that:</p> <ul style="list-style-type: none"><li>a. They are not treated unfairly because of their gender identity, marital status, status as a parent or carer, sexual orientation, race, disability, age, physical features, religious belief or activity, political belief or activity;</li><li>b. They are not harassed (made to feel intimidated, offended or humiliated) in relation to any of the above grounds;</li><li>c. They are not bullied through an ongoing misuse of power in a relationship, e.g. with another student or a staff member, or through verbal, physical and/or social behaviour causing physical and/or psychological harm;</li><li>d. They are not subjected to sexual harassment and/or sexual assault as stipulated and defined in the Sexual Assault and Sexual Harassment Policy and Procedure;</li><li>e. Reasonable adjustments will be made to a student's education program on a case-by-case basis, because of a disability, sickness, or due to family or cultural responsibilities.</li></ul> <p>2.3. BPP Institute shall deal with issues regarding discriminatory treatment, harassment or bullying promptly, fairly and impartially.</p>

**3. Behaviour Expected of all Students**

- 3.1. BPP Institute recognises the freedom of speech rights of its students and their rights to engage in peaceful and lawful protest.
- 3.2. All students are expected to conduct themselves with integrity in their dealings with others at all times, on and off campus, and:
- a. Respect the privacy of others (actions such as recording or photographing others without their permission is an intrusion of personal privacy);
  - b. Respect other people's rights to hold different beliefs and views in our society;
  - c. Be receptive to other points of view and respect the academic freedom of students and staff;
  - d. Not discriminate against another person for their beliefs, nationality, religion, age, associations, gender or sexual orientation;
  - e. Not impose their values on other students or staff;
  - f. Be respectful of others and not use abusive or intimidating language and/or threatening or aggressive behaviour towards others.
- 3.3. In addition, BPP Institute expects students to adhere to the following values:
- a. Regular attendance of classes;
  - b. Mobile phones are switched off, or on silent or vibration mode, during all classes and interviews or meetings with staff;
  - c. No smoking on the College premises or street entrance of the campus building;
  - d. No eating in computer laboratories, or the library;
  - e. Students must always carry an acceptable form of identification at all times while on campus;
  - f. Notifying BPP Institute within seven days of a change of address;
  - g. Paying tuition fees by the due date.

**4. Actions Contrary to the Student Code of Conduct**

- 4.1. Examples of actions or behaviour which are major breaches and contrary to the Student Code of Conduct include but are not restricted to:
- a. Disruptive behaviour in classes or during assessments tasks, tests, or examinations;

- b. Being intoxicated on BPP Institute premises and/or in possession of alcohol or any illicit substances on campus;
- c. Smoking, possessing or using prohibited or illegal substances in BPP Institute classes or on the premises;
- d. Conduct that is discriminatory and/or threatening on the basis of religion, culture, race, sexual differences, age, disability, or socio-economic status, whether to other students, staff members, or any other persons on BPP Institute premises;
- e. Written abuse towards staff and/or other students on Moodle or other electronic communications, such as social media and email;
- f. Defamation or harassment (whether verbal, sexual or otherwise) of other students, staff members, or any other persons on the premises;
- g. Swearing, fighting, aggressive behaviour and abusive language, whether to other students, staff members, or any other persons on the premises;
- h. Physical assault or behaviour which is perceived to be threatening to other students, staff members, or any other persons on BPP Institute premises;
- i. Misappropriating property of other students, staff, or any other persons on BPP Institute premises;
- j. Being in possession of a weapon or dangerous object, such as a knife, on BPP Institute premises;
- k. Arson of BPP Institute property;
- l. Deliberate misuse or damaging of BPP Institute equipment or materials, including the download of malicious software and surfing pornography;
- m. Wilful or malicious damage to BPP Institute property or equipment (students will be responsible for replacing, or providing cost of replacement, any BPP Institute equipment which has been misused, damaged, or lost);
- n. Wilfully provides misrepresented, fabricated or fraudulent verbal or documented information with the intention to mislead or deceive others, or to obtain an advantage;
- o. Wilfully activating fire or security alarms without cause, which results in the calling out of emergency services, such as the fire department, police, ambulance, will be liable for whatever costs are incurred by their actions.

**5. Serious Misconduct**

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Page: 4 of 4

	Serious misconduct, which could be criminal in nature, is deemed to be behaviour that is illegal, willful or premeditated, and includes action by a student that can affect the safety of themselves, or other students, staff or visitors.
<b>Related Documents</b>	Attendance and Academic Progress Policy Attendance and Academic Progress Procedure Deferring, Suspending or Cancelling International Student's Enrolment Policy Deferring, Suspending or Cancelling International Student's Enrolment Procedure Fees, Charges and Refunds Policy Fees, Charges and Refunds Procedure Privacy and Personal Information Policy Privacy and Personal Information Procedure Sexual Assault and Sexual Harassment Policy Sexual Assault and Sexual Harassment Procedure Student Academic Integrity and Misconduct Policy Student Academic Integrity and Misconduct Procedure Student Code of Conduct Procedure
<b>For Administrative Use Only</b>	
<b>Responsible Officer</b>	Chief Executive Officer
<b>Contact Officer/s</b>	Chief Executive Officer
<b>Approved by</b>	Board of Directors
<b>Definitions</b>	See <a href="#">BPP Institute's Glossary of Terms and Acronyms</a>

### Version History

Version No.	Approval Date	Amendment/s
1.	May 2025	First iteration <ul style="list-style-type: none"><li>For BPP Institute</li></ul>