



ST ALBANS
SECONDARY COLLEGE

SWPBS at St Albans Secondary College

	SAFE	RESPECTFUL	RESPONSIBLE
ALL LOCATIONS	We: <ul style="list-style-type: none">• keep our hands and feet to ourselves.• follow instructions first time, every time.• move around the school in a calm and orderly way.• report unsafe behaviour.• seek assistance when required.	We: <ul style="list-style-type: none">• use kind language and manners.• are inclusive.• look after school and others' property.• value others' boundaries.	We: <ul style="list-style-type: none">• attend school every day.• keep phones off and in our lockers.• wear the correct uniform.• are punctual.• try our best every day.
IN THE CLASSROOM	We: <ul style="list-style-type: none">• stay in assigned seats.• enter and exit calmly.• keep chair legs on the ground.• hand things to each other.• use equipment for its intended purpose.	We: <ul style="list-style-type: none">• allow each other to learn.• listen when people are talking.• make positive contributions.• support each other to do our best.• speak at an appropriate volume.	We: <ul style="list-style-type: none">• bring all our equipment.• ask for help.• act on feedback.• participate in class activities.• submit our own work.
STUDENT BATHROOMS	We: <ul style="list-style-type: none">• use our year level's bathrooms.• use toilets and amenities for intended purpose.• wash our hands.	We: <ul style="list-style-type: none">• give others privacy.• clean up after ourselves.• use only what we need.	We: <ul style="list-style-type: none">• keep the toilets and amenities clean.• use bathrooms before/after school and at breaks.• seek permission to use bathrooms during class time.• report damage.
LOCKERS	We: <ul style="list-style-type: none">• wait our turn to use the lockers.• keep our belongings in our own locker.• keep locker areas clear and accessible.	We: <ul style="list-style-type: none">• place rubbish in the bins.• use lockers in a timely manner.• keep our locker clean.	We: <ul style="list-style-type: none">• use lockers before/afterschool and at breaks.• lock our lockers.• keep lock codes private.• keep items organised and tidy.• report damage and graffiti.
PRACTICAL CLASSROOM	We: <ul style="list-style-type: none">• report hazards.• stay in assigned work areas.• wear appropriate/relevant PPE.• use equipment correctly.	We: <ul style="list-style-type: none">• share our equipment and resources.• share the workspace.• provide positive feedback.	We: <ul style="list-style-type: none">• follow safety expectations.• report injuries and damage.• return equipment and resources.• clean our workspace after use.
STUDENT SERVICES	We: <ul style="list-style-type: none">• enter in a calm and orderly manner.• exit in a calm and orderly manner.	We: <ul style="list-style-type: none">• communicate calmly at an appropriate volume.• are patient and wait our turn.• maintain others' privacy.	We: <ul style="list-style-type: none">• clean up after ourselves.• seek support outside of class time.• make appointments.



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LIBRARY	We: <ul style="list-style-type: none">walk calmly.use furniture as intended.	We: <ul style="list-style-type: none">speak quietly.finish food and drink before entering.treat equipment and resources with care.	We: <ul style="list-style-type: none">return our library books on time.ask to use equipment and resources.return equipment and resources.
CANTEEN	We: <ul style="list-style-type: none">form one line inside the railings.wait our turn to order food.stand away from the exit doors.	We: <ul style="list-style-type: none">say please and thank you to canteen staff.put our rubbish in the bin.	We: <ul style="list-style-type: none">order our own food with our own money.pay with a physical card or cash.only enter the canteen to purchase food/drink.use the correct entry and exit doors.
GYM, COLA, and OVAL	We: <ul style="list-style-type: none">carry equipment to the space.report hazards.move considerately during play.play non-contact sports.carry equipment from the space.	We: <ul style="list-style-type: none">share sports equipment.share active play spaces.use equipment correctly.are inclusive when playing games.	We: <ul style="list-style-type: none">return equipment.report injuries.wear full PE uniform (during class).finish food and drink before entering the gym or COLA.
SCHOOL EXCURSIONS AND CAMPS	We: <ul style="list-style-type: none">look out for the welfare of others.follow the rules of the area.make our location always known.follow travel instructions.	We: <ul style="list-style-type: none">use manners with the public.clean up after ourselves.	We: <ul style="list-style-type: none">engage in activities.follow the dress code.bring all equipment.follow the schedule.
ONLINE	We: <ul style="list-style-type: none">keep passwords private.interact with people we know.block DMs from strangers.	We: <ul style="list-style-type: none">post positive and inclusive content.get consent before sharing images or information.cite references.	We: <ul style="list-style-type: none">charge our devices.bring our device to class.check Compass and school emails daily.report inappropriate content.discuss AI use with our teacher.