

Student Code of Conduct

Version	Approved by	Approval date	Effective date	Next full review
1.0	REA Foundation	21 September 2020	21 September 2020	1 January 2022
Introduction				
Purpose		To outline Re-Engineering Australia (REA) Foundation's responsibilities and the standard of conduct expected of all students as members of the REA Foundation community.		
Scope		This Student Code of Conduct (Student Code) applies to: <ul style="list-style-type: none">all students registered for an REA Foundation STEM project and their activities undertaken within, or with other members of the REA Foundation communityformer students, students not currently registered and students previously registered, with REA, where the behaviour in question occurred whilst they were a member of the REA communityregistered students where the conduct directly relates to their participation in or admission to an REA programREA staff and its affiliates.		
The Student Code of Conduct				

1. About the Student Code

REA is committed to providing a fulfilling and rewarding learning experience enabling students to achieve their full potential. With this commitment is an expectation that all members of the REA Foundation community conduct themselves in a manner which is consistent with the values and shared goals of excellence of their research, innovation and community engagement.

This Student Code details what students may reasonably expect from a quality education, a safe and fair learning environment and positive student experience. The responsibilities and standards of behaviour which students are expected to meet are also outlined. These responsibilities are underpinned by academic integrity and a shared responsibility to honour and promote a fair, honest, respectful, harmonious and inclusive REA Foundation community.

2. REA Foundation Responsibilities

Two primary objectives guide the Foundation's responsibilities:

Objective 1: To provide access to quality STEM programs that enable students to achieve their full potential

REA Foundation provides students with the opportunity to:

- enrol in STEM programs of study that are of a high standard and satisfy relevant professional requirements
- receive clear and timely information about program regulations, events and their administrative requirements
- be considered for selection to represent their school, state and country at STEM competitions in Australia and overseas with selection criteria that are valid, explicit, fair and transparent
- receive scores and feedback on team performance at an REA Foundation managed competition event
- protect a student's legitimate share of intellectual property rights for project work submitted through its partnership with Turnitin
- experience an inclusive environment when participating in an REA Foundation managed event

Objective 2: To provide an experience for students consistent with REA Foundation's values and guiding principles

REA Foundation endeavours to ensure that students:

- are treated with courtesy and respect as valued members of the REA Foundation community
- are treated fairly and impartially in all aspects of REA Foundation policy, procedures and practice
- are treated equitably, free from all forms of unlawful discrimination and harassment, including sexual harassment
- have access to reasonable support services to participate in its competitions, if experiencing personal, health, academic and/or disability related challenges
- have reasonable access to the records held about them
- receive respect and lawful protection of their privacy
- can make a complaint about their experience with REA Foundation STEM project or its staff and affiliates
- can make a complaint or exercise a right of appeal without fear of victimisation and with the assurance that the matter will be treated seriously, expeditiously and sensitively having due regard to procedural fairness and confidentiality.

3. REA Foundation Community

Upon enrolment, students join the REA Foundation community. As members of the Foundation's community, students are expected to observe and uphold standards of conduct which are outlined in this code with respect to behaviour:

- at any premises where the student is participating in an REA Foundation activity including but not limited to competitions, expos or promotional events
- in virtual spaces (including online forums, communities and platforms) arranged or facilitated by the student, REA Foundation or others, where the virtual space is connected to the Foundation's activities
- while students or student affiliates are representing REA Foundation (e.g. at competitions, associated social activities or conferences within Australia or overseas)
- between the student and REA Foundation staff and affiliates

4. Principles of open and respectful discussion

The following principles of open and respectful discussion are key to fostering and preserving a safe and fair learning environment and a positive student experience with REA Foundation:

- REA Foundation encourages critical thought and open discussion, including of controversial ideas
- REA Foundation is a dynamic community where ideas can change, and there is a commitment to creating a safe space for exploring and debating changing perspectives
- Students may demonstrate respectful disagreement with feedback, expecting that they may be asked to explain or give evidence for their perspective or claims
- Students are committed to engaging in respectful and inclusive conversations and debates; turn-taking; and appreciation
- Students accept differences amongst each other – both seen and unseen
- Students must permit others to express disagreement without fear of reprisal

5. Student Responsibilities

As members of the REA Foundation community, students uphold the following five responsibilities:

Responsibility 1: Comply with REA Foundation Challenge Agreement

REA Foundation students:

- meet the competition class eligibility requirements for admission to its programs
- inform themselves of all relevant REA Foundation policies and procedures
- keep their personal and contact details entered in the Foundation's team registration forms current at all times
- read and, if required, respond to all communications sent by REA to their team email address or via other REA Foundation recognised forms of communication
- ensure they have their teacher copied in to all communications with REA staff or have their teacher or responsible adult present at all times during other methods of communication
- wear their REA Foundation provided student ID at all times whilst attending an REA Foundation managed event

Responsibility 2: Act responsibly, ethically, safely and with integrity

REA Foundation students:

- actively participate in the learning process, including attending scheduled REA Foundation events, workshops and social activities
- submit project elements by submission dates and times, unless unforeseen or exceptional circumstances arise
- conduct themselves honestly and according to REA Foundation policies and procedures
- ensure that they properly and fairly use copyright material
- ensure that their activities and conduct do not place themselves or others at risk of harm or injury and that they comply with any health and safety related procedures as required by government.
This includes observing all ethical requirements of their participation in REA Foundation projects. If under the influence of alcohol or a prohibited substance, not attending or participating in any competition activity.
- behave ethically and with integrity, avoiding any action or behaviour that would unfairly advantage or disadvantage either themselves or another student or team.
This includes engaging in, or facilitating, plagiarism, fabricating and falsifying documents, sources and data and other forms of misconduct.
- are familiar with the resources made available or recommended by the REA Foundation to assist them to conduct their studies and project work, including resources to help students avoid plagiarism and to comply with the ethical requirements of research
- display respect by behaving in a manner that will not impair or damage the work or performance of other teams participating in REA Foundation STEM competitions.

Responsibility 3: Observe standards of equity and respect in dealing with every member of the REA Foundation community

REA students:

- treat all members of the REA Foundation community with courtesy and respect.
This includes respecting the rights of others to be treated equitably, free from all forms of unlawful discrimination, harassment, bullying and vilification; and the rights of others to express political and religious views.
This also includes not engaging in sexual misconduct, or behaviour that is perceived by others to be threatening or intimidating, or that causes any person to fear for their personal safety or well-being.

- respect REA Foundation activities by not behaving in a way that significantly disrupts or interferes with these activities
- comply with any reasonable direction or request from a REA Foundation staff member or affiliate where the direction or request supports safety, good order and compliance with the Foundation's policies and procedures.

Responsibility 4: Use and care for REA Foundation and 3rd Party resources in a responsible and appropriate manner

REA students:

- use and care for all REA Foundation and 3rd Party resources in a responsible and appropriate manner, mindful of the need for resources to be available to all members of the REA Foundation community and its 3rd Party employees.
This includes buildings, equipment and grounds of 3rd Party organisations hosting REA Foundation events, REA Foundation owned and operated technology resources provided at competitions or loaned to or rented by schools.
- keep REA Foundation provided links for upload of competition project elements secure and not disclose these to anyone else.

Responsibility 5: Maintain REA Foundation's reputation and good standing

REA students:

- as representatives of REA Foundation, conduct themselves in a way that maintains and does not diminish the Foundation's reputation or good standing in any way.
This includes behaving in an appropriate manner, complying with relevant academic standards and protocols and not engaging in any unlawful conduct while representing REA in any capacity, including while travelling to and from, and while participating in, an REA facilitated event within Australia or overseas, or participating in a mentoring arrangement .
- use the Foundation's name, reputation or logo responsibly and only with prior written permission *This means not using or reproducing the Foundation's name, reputation, logo or similar for private gain, the gain of a third party, private business, or commercial purposes, without prior written permission.*

6. Legal & Policy Framework

This Student Code operates within the context of, and subject to, State and Commonwealth legislation, including anti-discrimination and harassment legislation.

The following may also apply to some students:

- REA Foundation [Challenge Agreement](#)

It is not possible to mention every circumstance or applicable policy in this Student Code. If a circumstance or situation arises which is not expressly mentioned, individuals are expected to act in accordance with the underlying principles of this Student Code.

7. Implementation

7.1. Breaches of the Student Code

Students who breach the Student Code may be subject to disqualification from REA competitions.

7.2. Other matters

REA Foundation reserves the right to investigate any alleged conduct, behaviour, action or inaction that it considers to be of a serious nature, notwithstanding that it may be outside the scope of this Student Code.

It may also take corrective action and issue reasonable directions.

7.3. Student complaints

Student complaints about REA Foundation's obligations under this Student Code are handled under the REA Foundation's *Grievance Procedure outlined in the Australian Competition Regulations*.

Allegations of student breaches of this Student Code or complaints of student misconduct are to be dealt with by *the Foundation's directors who may seek feedback from the Event Director and/or Chair of Judges*.

7.4. Roles, responsibilities and rights

Details of the responsibilities of the REA Foundation and students are found in this Student Code.

The *REA Foundation directors* have overall responsibility for this Student Code and the authority to impose penalties for breaches of the Student Code. This authority may be delegated to a Chair of Judges or Event Director where appropriate.

Any student or teacher may make a complaint about an aspect of REA Foundation's responsibilities or make an allegation of student misconduct, to the Foundation's directors or if at an event, the Chair of Judges.

Accountabilities	
Responsible Officer	Dr Michael Myers OAM
Contact Officer	Deborah Maloney, Education Programs National Coordinator
Supporting Information	
Supporting Documents	REA Foundation Challenge Agreement
Superseded Documents	N/A
File Number	2020/0002
Definitions and Acronyms	
Affiliates	Means consultants and contractors; judges; Foundation sponsors; members of Foundation committees; and any other person appointed or engaged by the Foundation to perform duties or functions.
Staff	Means all employees of the REA Foundation, including casual employees.
Foundation	Re-Engineering Australia Foundation Pty Ltd
REA Foundation community	<p>Comprises Foundation students, staff members and affiliates:</p> <ul style="list-style-type: none">• in virtual spaces (including online forums, communities and platforms) arranged or facilitated by REA Foundation or where the virtual space is connected to REA Foundation STEM projects/events or the student experience• at any premises where REA Foundation stages an event or is invited to display or promote its activities• while students or student affiliates are representing REA Foundation• between an REA Foundation student and REA staff and affiliates

2020/2021 Australian & International Competition Season

Student Code of Conduct Sign-off

Team Name: _____ School Name: _____

Teacher Name: _____ Project Name: _____

The supervising lead teacher and ALL team members MUST read this entire Student Code of Conduct policy document.

It is a condition of participation for all students competing in a REA Foundation STEM competition and their teacher to sign and submit this form in the required format and by the published deadline.

I have read and understood the full Student Code of Conduct Form and agree to comply with its provisions:

Signature of Team Member 1

Signature of Team Member 2

Sign _____

Sign _____

Name _____

Name _____

Date _____

Date _____

Signature of Team Member 3

Signature of Team Member 4

Sign _____

Sign _____

Name _____

Name _____

Date _____

Date _____

Signature of Team Member 5

Signature of Supervising Teacher - Lead

Sign _____

Sign _____

Name _____

Name _____

Date _____

Date _____

This page ONLY once signed, MUST be uploaded to an REA managed Google Drive in accordance with instructions in the Australian Competition Regulations and any Supplementary Regulations where published. Document format and strict deadlines apply.