

## **Zenon Education Centre**

### **Code of Conduct for online classes**

**Zenon Education Centre** is committed to providing the continuation of Greek language learning methodology that is welcoming and safe for all students and staff, is free from unlawful discrimination and harassment, and where everyone is treated with dignity and respect. Harassment is unlawful under both federal and all Australian state anti-discrimination laws, and as such, people suspected of such misconduct may be reported to authorities. Adherence to this Code of Conduct is a requirement for all **Zenon Online Learning (ZOL)** participants, and covers all aspects of online lessons, including sessions and breaks, all online social events and all communication, including that via email or social media (including but not limited to Facebook and Twitter) associated with the ZOL.

Unacceptable behaviour includes, but is not limited to:

- Harassment, including verbal comments relating to gender, sexual orientation, disability, race, ethnicity, religion, age, national origin, gender identity or expression, or physical appearance.
- Unwelcome sexual attention, which can include inappropriate questions of a sexual nature.
- Stalking or deliberate intimidation.
- Unwanted photography or recording (if any parent does not want their children to be photographed/filmed they should turn their video off and the child can participate using audio only).
- Student/teacher discriminatory or sexual images.
- Student sustained or wilful disruption of lessons.
- Student/teacher inappropriate dress appearance.
- Students using mobile phones during lessons.
- Include children who are not Zenon students in lessons.
- Students disrupting learning, by chatting with other students or the teachers without approval.
- Students using buttons on the screen without their teacher's permission.

Students are expected to:

- Raise their hand through the appropriate button when they need to communicate with their teacher.
- Speak when they're requested to speak and be responsive to the teacher's requests.
- Stay in front of their camera and listen to the lesson flow.
- Participate by doing the work their teacher is requesting them to do.

Parents are expected to:

- Agree with the terms and conditions of this Code of Conduct.
- Keep an eye over student conduct during ZOL.
- Not share the link or password provided to them for connecting with ZOL.
- Ensure that students leave ZOL classes after conclusion of allocated class times and not join more than 5 mins before allocated class times.
- Download and install the appropriate software on their laptop, iPad or desktop. Mobile phones are not recommended as they have restrictions and do not contribute to a smooth online class.

To report violations of this Code of Conduct, alert a member of the Response Team (names and contact details listed below). Reports may be made by people subject to, or witnesses of, unacceptable behaviour.

All efforts will be made to protect the anonymity of persons reporting violations. Persons reporting violations of the Code may request that their report remain confidential and that no further action be taken. However, if the Code of Conduct Response Team deems it necessary for the safety of event attendees, action will be taken, including referral of the report to the Statistical Society of Australia.

This Code of Conduct is designed to ensure that these lessons can be enjoyed by and be rewarding to all students. It is a method of continuing our Greek Language and Culture learning in order to sustain and continue with our stated school aims.

Mrs Andrea Garivaldis – Email: [zenon.education@gmail.com](mailto:zenon.education@gmail.com), Ph: 0401208013

Mr Iakovos Garivaldis – Email: [iakovos@gmail.com](mailto:iakovos@gmail.com), Ph: 0413057426