

## THE DEAF SOCIETY

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# Code of Conduct

This Code of Conduct relates to all customers and students of all Deaf Society services. Customers/students will:

1. Be honest (e.g. no plagiarism, no breach of copyright, no supplying of false information)
2. Respect others, including teachers, interpreters, staff, other customers/students and visitors (this includes not intimidating or discriminating against anyone). The Deaf Society has zero tolerance for bullying or harassment.
3. Keep Deaf Society premises (rooms, offices, classrooms, venues for events, etc.) clean, safe, smoke-free, drug-free and alcohol-free
4. Commit to their studies/programs (e.g. keep appointments, use class time well, complete tasks, be organised)
5. Not disrupt programs, events or courses
6. Not represent the views of the Deaf Society to other people, organisations or the media without approval from the Chief Executive Officer
7. Not solicit for money on the Deaf Society premises or at Deaf Society events without approval from the Chief Executive Officer
8. Follow the law
9. Follow Deaf Society rules (policies and procedures)
10. Follow all reasonable directions from Deaf Society staff

## What happens if a customer or student breaks the Code of Conduct?

If a student or a customer breaks this code of conduct, they will be given a warning, have their participation suspended or be expelled from the service. This is at the discretion of the manager of the service. Discipline will be in proportion to the seriousness of the breach of the code of conduct and will take into account issues of staff and customer wellbeing. The manager of the service must ensure that any disciplinary action is fair, reasonable and clearly communicated. Students/customers will have the opportunity to appeal the action, e.g. through correspondence with the relevant manager or through using the complaints process. The manager must be able to show good reason for their decision in enacting discipline.