



Chanelle Moar

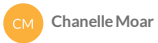
Student Leader Code of Conduct



A Faculty of Health and Behavioural Sciences (HaBS) student leader code of conduct module. Once you have reviewed this content please return to your application in StudentHub to complete a short code of conduct quiz.

- ☰ Code of Conduct Policy 1.50.1
- ☰ Personal Relationships in the Workplace Policy 1.50.4
- ☰ Student Leader and Peer Mentor Boundaries
- ☰ Managing your role
- ☰ Privacy Management
- ☰ Discrimination and Harassment Policy 1.70.6
- ☰ Health, Safety and Wellness (HSW)
- ☰ Fire Safety and Emergencies
- ☰ In Summary
- ☰ Thank you

Code of Conduct Policy 1.50.1



What is the UQ Code of Conduct?

Compliance with the Ethical Principles of The University of Queensland

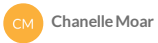
- 1 Integrity and impartially;
- 2 Promoting the public good;
- 3 A commitment to the system of government; and
- 4 Accountability and Transparency.

Please click below to read more:

<https://ppl.app.uq.edu.au/content/1.50.01-code-conduct>

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Personal Relationships in the Workplace Policy 1.50.4



Maintaining Professional Relationships

The University has identified that personal relationships should not intrude, be seen to intrude on or influence practices in the workplace, and seeks to minimise the likelihood of such a situation emerging.

Please click below to read more:

<http://ppl.app.uq.edu.au/content/1.50.04-personal-relationships-workplace>

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Student Leader and Peer Mentor Boundaries



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Student Leader and Mentor Boundaries

Whilst in a HaBS Student Leader or Peer Mentor role it is important to maintain professional and appropriate relationships with the following people:

- 1 UQ students you are providing support to
- 2 UQ student mentees
- 3 All UQ student leaders and peer mentors
- 4 UQ Faculty and School staff

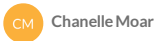
Appropriate Relationships

Whilst in a HaBS Student Leader or Peer Mentor role it is important to avoid relationships that could intrude on your role. These include:

- 1 Romantic relationships
- 2 Sexual relationships
- 3 Financial relationships
- 4 Personal relationships

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Managing your role



Appropriate boundaries

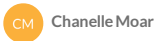
Maintain appropriate boundaries with mentees and students you are supporting in your peer mentor or student leader role.

This includes:

- 1 Not taking on the role of academic adviser, counsellor, enrolment or career adviser
- 2 Escalate concerns for a student's well-being to Student Services Counselling service
- 3 Saying no to a request outside of your peer mentor or student leader role
- 4 Keeping an eye on your own emotional state and observe for any inner conflict
- 5 Be consistent. Treat all students you are supporting, the same
- 6 Prioritising your own academic and personal well-being

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Privacy Management



Personal Information

Personal information is any information which identifies an individual or which allows his/her/their identity to be reasonably ascertained. Peer mentors and student leaders are to respect the privacy of the students you are supporting.

Please adhere to the following:

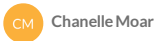
- 1 Do not upload images of mentees and students you're supporting to social media sites without prior knowledge and permission from the student/s.
- 2 Think about what you post online - would you be happy for anyone to see it, including future employers? If not, do not post.
- 3 Be careful to avoid sharing any personal information that could identify someone unwillingly.
- 4 You will not unnecessarily share the details of meetings or discussions with students' you are supporting. I.e.; no public social media posts about a student's query, concern or details of your meetings.
- 5 Do not distribute screenshots of communications from mentees or students you are supporting to other students or the UQ community.
- 6 Contact details (mobile number, email, social media) of a student you are supporting will not be shared with another student/s or person/s without their permission.
- 7 Please contact your Program Coordinator and/or Student Services regarding any well-being concerns for a mentee or student you are supporting if they have disclosed information concerning their own safety or the safety of another person.
- 8 Contact your Program Coordinator if you have mistakenly shared any private information.

Please click below to read more:

<https://ppl.app.uq.edu.au/content/1.60.02-privacy-management>

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Discrimination and Harassment Policy 1.70.6



Overview

In general terms, discrimination is any practice which makes distinctions between individuals or groups so as to advantage some and disadvantage others on the basis of their membership of that group, or characteristics generally attributed to that group.

Harrassment (commonly known as bullying)

"the repeated less favourable treatment of a person by another or others in the workplace, which may be considered unreasonable and inappropriate workplace practice. It includes behaviour that intimidates, offends, degrades or humiliates ..."

Support

If you feel you have experienced, or witnessed, the aforementioned:

- 1 Seek information from a Discrimination and Harrassment Contact Officer ([DHCO](#))
- 2 Seek counselling from UQ Student Services
- 3 Seek resolution through the [Student Grievance Resolution Procedure](#)
- 4 Speak to your Program Coordinator if you wish to discuss your experience or observations

Please click below to read more:

<http://ppl.app.uq.edu.au/content/1.70.06-discrimination-and-harassment>

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Health, Safety and Wellness (HSW)



Overview

UQ has HSW procedures to maintain the safety of activities undertaken at UQ. You must be aware of, and comply with these procedures.

HSW requirements

Please ensure you adhere to the following:

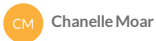
- 1 No alcohol is to be consumed with mentees and students you are supporting during your role as a mentor or leader.
- 2 Be mindful of the health and safety needs of the students' you are supporting if/when organising activities and events on and off campus to ensure inclusivity and accessibility.
- 3 If you and your mentees and/or peers elect to do an event off campus this will be in agreement between yourself and your student group as individuals. It is your responsibility to consider risks associated with events off campus and ensure adequate controls are in place, such as travel, personal safety and appropriate attire.
- 4 If you elect to run an activity off campus, not on a pre-approved list for your chosen program, ensure you consult with your program coordinator first, to assess if a risk assessment is needed.
- 5 You will be instructed on HSW matters during your Peer Mentor and Student Leader training.

Please click below to read more:

<https://ppl.app.uq.edu.au/content/2.-workplace-health-and-safety>

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Fire Safety and Emergencies



Overview

For your safety and well-being please ensure you review the information below and familiarise yourself with workplace and fire safety procedures at UQ.

- 1 In the event of an emergency on campus follow the directions of UQ Security Officers, building/floor fire wardens and/or automatic announcements over the speakers.
- 2 Please familiarise yourself with evacuation exits and routes and assembly areas in any location where you are facilitating an event with your mentees or students you are supporting in your student leader or peer mentor role.
- 3 Take note of the [emergency procedure cards](#) that are displayed in buildings and noticeboards across campus for information on how to respond to an emergency and who to contact to report incidents.
- 4 You will be instructed on workplace and fire safety matters during your Training and Selection Day.

Please click below to read more:

<https://campuses.uq.edu.au/information-and-services/security/emergencies>

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In Summary

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Respect

Show consideration for the beliefs, privacy and and feelings of UQ students and staff.



Inclusivity

Treat all students fairly, equally and provide opportunities for all to be involved.



Be proactive

If you experience or witness unfair treatment please speak to your program coordinator.



Maintain boundaries

If you have concerns over the mental health and well-being of another student please speak to your program coordinator.



Celebrate difference

Not all people think and feel the same as you. Remember to be mindful of cultural differences.



Health, Safety and Wellness

Talk over any safety and wellness concerns you may have with your program coordinator.



Self care

Practice self-compassion and consider your own needs to thrive personally and academically.



Emergency procedures

Please download the emergency procedure card for your campus and take note of cards displayed in your area of campus.

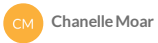


UQ SafeZone app

Download the free [UQ SafeZone app](#) so you can connect with security and emergency services during an emergency situation

CONTINUE

Thank you



Quiz

Thank you for completing this HaBS student leader code of conduct module. Please return to your application in StudentHub to complete a short code of conduct quiz.