



011 524 0335
INFO@AMIATO.CO.ZA
WWW.AMIATO.CO.ZA
38 HUBERT MATHEW
ILLIONDALE

COMPANY REGISTRATION
AMIATO
2010/058149/23

Student Code of Conduct, General Rules and Discipline Policy _____

1. Introduction

1.1 Amiato Centre Code of Conduct, General Rules, Student Discipline Policy and Student Manual provide guidelines for the behaviour that we expect of our students and how we manage behaviour that is outside these boundaries.

1.2 Management reserves the right to make alterations, changes or additions to the above, at its sole discretion.

Initial here

Payer Student

2. Student Code of Conduct

2.1. I will at all times demonstrate respect towards my fellow students, my coaches, and all Amiato Centre Staff.

2.2. I will always give my best no matter the circumstance, and exhibit a no-quit attitude towards my performance and improvement programme.

2.3. I will always work hard and maintain a positive attitude on my journey to success.

2.4. I will meet both defeat and victory with dignity and pride, for I know that I have given my best.

2.5. I will always strive to be the best that I can be.

2.6. I will set my goals and standards high and continually strive to exceed them.

2.7. I will always show appreciation for the talents, opportunities and support entrusted to my.

2.8. Through my actions I will be an inspiration to others.

2.9. I will always compete with honesty and integrity, and always act in accordance with the spirit of positivity.

Initial here

Payer Student

3. General Rules

3.1. Students will arrive strictly on time for all scheduled tutoring sessions. Traffic delays are not regarded as a valid excuse.

3.2. Good manners, respect, discipline and sportsmanship should be characteristics of all Amiato Centre students. Excessive and offensive profanity will not be tolerated.



011 524 0335
INFO@AMIATO.CO.ZA
WWW.AMIATO.CO.ZA
38 HUBERT MATHEW
ILLIONDALE

COMPANY REGISTRATION
AMIATO
2010/058149/23

3.3. Amiato Centre students must act in an accountable and responsible manner at all times including on social networking sites such as Facebook, Twitter, Instagram and any other social media platforms.

3.4. Smoking will not be permitted at any time during Amiato Centre schedule.

3.5. Alcohol will not be permitted at any time during the schedule, or whilst represent Amiato Centre.

3.6. The use of illegal drugs is strictly forbidden at any time during a student's participation in Amiato Centre programme.

3.7. Behaviour that has a negative effect on either the atmosphere of the Centre or on another student will not be tolerated.

Initial here

Payer **Student**

4. Student Discipline Policy

The Student Discipline Policy is set in place to ensure that all the students at Amiato Centre are able to train in an environment conducive to elite performance. Some rules and regulations are for the benefit of the Centre environment as a whole, while others are in place to encourage a health conscious and disciplined lifestyle for each individual. The focus of the policy is preventative and corrective in nature; however the environment and atmosphere of the Centre for all its students will be the primary concern. A firm view will be taken when a student's conduct is contrary to the principles and values of Amiato Centre.

4.1. Misconduct

The following behaviour will be regarded as misconduct and will not be tolerated at Amiato Centre. The list should not be regarded as exhaustive and additional items may be added.

4.1.1. Any breach of the Student Code of Conduct.

4.1.2. Continual late attendance.

4.1.3. Disruptive behaviour or negative influence.

4.1.4. Disrespectful behaviour towards staff or fellow student(s).

4.1.5. Any form of dishonest behaviour.

4.1.6. Excessive use of offensive language or profanity.

4.1.7. Unruly behaviour during excursions (including breach of etiquette).

4.1.8. Smoking, consuming or being under the influence of alcohol at any time.



011 524 0335
 INFO@AMIATO.CO.ZA
 WWW.AMIATO.CO.ZA
 38 HUBERT MATHEW
 ILLIONDALE

COMPANY REGISTRATION
 AMIATO
 2010/058149/23

4.2. Serious Misconduct

The following items are regarded as serious misconduct and can lead to expulsion from Amiato Centre. This list should not be regarded as exhaustive and additional items may be added.

- 4.2.1. Use or possession, or being under the influence of alcohol, illegal drugs or banned substance.
- 4.2.2. Cheating.
- 4.2.3. Violent conduct.
- 4.2.4. Threatening behaviour or intimidation.
- 4.2.5. Insubordination.
- 4.2.6. Sexual harassment.
- 4.2.7. Theft.
- 4.2.8. Vandalism / damage to property of facilities used by Amiato Centre.
- 4.2.9. Slander or defamation of character (including publication on social networks such as Facebook, Twitter, Instagram etc.).
- 4.2.10. Bringing the Centre name or brand into disrepute

4.3. Disciplinary Procedure

The following disciplinary sanctions are available to the Amiato Centre Disciplinary Committee to correct the behaviour of students who are found guilty of misconduct.

4.3.1 Verbal Warning

Verbal Warnings will be applied in the case of misconduct or when minor transgressions are repeated.

4.3.2 Written Warning

A written warning will be applied in situations where minor transgressions are still repeated following a verbal warning. The student will be given the opportunity to state his / her version of events.

Initial here

Payer

Student

Based on this information and other available information, the Amiato Centre Disciplinary Committee can issue a Warning to be sent to the parent / guardian and the original thereof will be placed on the student's file. The warning will be effective for a period of 6 months.



011 524 0335
INFO@AMIATO.CO.ZA
WWW.AMIATO.CO.ZA
38 HUBERT MATHEW
ILLIONDALE

COMPANY REGISTRATION
AMIATO
2010/058149/23

4.3.3 Final written Warning

A final written warning will be issued in cases of serious misconduct or after a written warning has already been issued for transgressions of the same nature. The same procedure will be followed as in the case of the written warning. A final warning will also be affective for 6 months.

4.3.4 Expulsion

Expulsion will be the final disciplinary procedure to be adopted by the Amiato Centre Disciplinary Committee and will only be applied in cases where the behaviour of the student cannot be corrected.

4.3.5 Other sanctions

The Amiato Centre Disciplinary Committee reserves the right to use other sanctions at their disposal to facilitate the corrective policy, *inter alia*, manual work at the Centre, suspension from Amiato Learning Centre and suspension from other Centre activities.

4.4 Disciplinary Hearings

4.4.1 In cases of serious misconduct, a disciplinary hearing will be scheduled in order to fully ventilate the issues.

4.4.2 The student will be given the opportunity to state his / her case.

4.4.3 The student may call witnesses to substantiate his / her case.

4.4.4 Legal representation will not be allowed during a disciplinary hearing.

4.4.5 Where possible, an independent mediator will chair the hearing and decide on the outcome of the hearing and any sanctions applicable.

Initial here

Payer

Student

Signed at _____ (Place) on this _____ (day) of _____ (Month) 2019

Student: (Full name and ID Number)

Signature: _____

Payer: (Full name and ID Number)

Signature: _____

Witness: _____