



Code of Conduct – A student checklist (Update April 2016)

General

You are expected to respect others and the property and environment of the College

You are expected to read, agree with and uphold the College Code of Conduct

Specific

1. Foul or abusive language is not acceptable under any circumstances.
2. Take care in your personal appearance. Uniform is to be worn smartly at all designated times.
3. Running is not permitted on the campus and particularly not in buildings unless instructed to do so i.e. in the Sports Hall!
4. If you are waiting for a class, do so quietly and sensibly.
5. You should always open doors for others, particularly for adults.
6. When meeting an adult in a corridor, always stand aside; hold a door open if necessary.
7. If sitting and an adult approaches to talk, always stand unless or until it is indicated that you should sit.
8. Do not show prejudice against anyone because of colour, race, sexual orientation, religious belief or physical appearance.
9. Graffiti is not acceptable. This applies to books and property.
10. Respect the property of others. Borrowing without permission is stealing.
11. You must never take a picture of, or record, another student or a teacher without permission
12. Do not raise your voice on campus. Shouting and screaming is not acceptable.
13. Carry yourself in an appropriate manner. For boys, this means that hands should not be in trouser pockets!
14. Do not drop litter, inside or outside. If you see litter, do not ignore it, but pick it up and put it in the bin.
15. Whilst in the dining room, eat quietly and in a civilised manner. Talk quietly with the others on your table, not on other tables.
16. When an adult enters your class, stand up until told otherwise. Exceptions are during examinations, in Sick Bay and in the library.
17. If you see a stranger on the campus, ask if you can help him or her by taking them to reception. Otherwise you must report them to a responsible member of staff.
18. Remember that 'practical jokes' can cause misery to the unfortunate recipient.
19. Make life enjoyable for others. Learn to get the best from your teachers and help them to get the best from you.
20. If you need to queue, do so sensibly. Do not push in queue.
21. Always greet your elders with an appropriate "Good morning or afternoon or evening".
22. Try to volunteer yourself for small duties. Do not wait to be asked. If asked to carry out some task, do it with good grace and to the best of your ability.
23. Remember that the more that you give to College life the more that you will get out of it.

Signed: a) Student

b) Tutor

Date:

One copy should be retained for filing by the Tutor and the other kept by the tutee.