

**SWRAC67**

**STUDENT CODE OF CONDUCT**



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# Student Code of Conduct

## STUDENT CODE OF CONDUCT

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## STUDENT CODE OF CONDUCT

### Statement of intent

Our Centres are made up of a diverse and vibrant community of staff and students; where individuals work together, socialise, learn, and develop in a safe, mutually supportive, and non-threatening environment. Our Centres are areas of mutual respect, which develop a creative and supportive learning environment where students can thrive. We ask that everyone acts as responsible, active citizens and demonstrate a positive attitude towards learning and work.

SWRAC believes that to facilitate the above all member of SWRAC community will:-

- Promoting positive behaviour.
- Promoting self-esteem, self-discipline, and positive relationships based on mutual respect.
- Ensuring equality and fairness of treatment for all.
- Encouraging and rewarding good behaviour.
- Challenging and sanctioning unacceptable behaviour.
- Providing a safe environment free from disruption, violence, discrimination, bullying and any form of harassment.
- Encouraging a positive relationship between all parties.
- Developing appropriate relationships with our students which ensure early intervention is possible.
- A shared approach which involves students in the implementation of the SWRAC's policy and associated procedures.
- Promoting a culture of praise and encouragement in which all students can achieve.

## **1. General conduct**

Students will be expected to:

- Be polite to all members of SWRAC community and to all visitors to SWRAC.
- Promote an inclusive and tolerant environment.
- Report any incidents of bullying or sexual harassment to a member of staff.
- Always be ready to offer help and support to others.
- Move around the centre in a quiet and orderly manner.
- Wear SWRAC lanyard so that it is always visible.
- Attend all lessons and other activities punctually.
- Accept sanctions in line with the Behaviour Policy.
- Take pride in the centres environment and keep it tidy.
- Not bring to SWRAC any drugs, alcohol, or energy drinks.
- Not swear or use offensive language.
- Not engage in gambling or games of chance.
- Show consideration for SWRAC property and the property of others.
- Adhere to this code of conduct any time they are representing the SWRAC.

### **Classroom behaviour**

Students will always try their best in the classroom and ask for help when needed. Classwork and any additional study must be completed on time. Students must not:

- Be disrespectful, argumentative, rude, confrontational or intimidating.
- Lie or answer back to staff.
- Disrupt a class or make it difficult for others to learn.
- Leave the classroom or SWRAC premises without informing your tutor or a member of staff .
- Disobey a reasonable request from a member of staff.

### **Attendance and punctuality**

All students will be expected to arrive on time and be present for registration. All absences will need to be authorised, should you not be able to attend you, or your parent/carer must inform SWRAC as soon as possible by ringing 01202848099 and leaving a message or emailing/contacting your tutor or centre manager.

Students should remain on SWRAC premises unless they have been granted permission by a member of staff, with parental consent where appropriate, to leave.

**SWRAC has a zero-tolerance policy on the following:**

- Bringing alcohol, drugs, “legal highs” or solvents to SWRAC or coming to SWRAC under the influence of these substances. This includes CBT infused products. If we have good ‘reason to believe, you are under the influence of any substances, you will be suspended from SWRAC. Use and supply of substances will lead to permanent exclusion.
- Inappropriate behaviour towards fellow students, staff, or visitors. This includes violent, aggressive, abusive, or sexual behaviour or behaviour that could be viewed as bullying or coercive. This includes online bullying, grooming, peer on peer abuse or radicalisation.
- Bringing dangerous items, including knives or weapons of any sort onto SWRAC premises.
- Bringing pornography or other offensive material into SWRAC or accessing such material through SWRAC computers or personal devices whilst in SWRAC.
- Plagiarism, cheating and collusion.
- Behaviour that is not deemed as acceptable in SWRAC including swearing, spitting, littering, fighting or being generally disrespectful to others and/ or SWRAC property.

## **2. Illness whilst at SWRAC**

If students are involved in an accident or feel ill during the day, they must inform a member of staff. No student may go home without informing their tutor or centre manager. Where this is appropriate the students’ parents/carers/guardians will be informed.

## **3. Relationships**

SWRAC will not intervene between students starting age-appropriate relationships. SWRAC is a working environment; therefore, public displays of affection are not appropriate on the premises. This is preparing students for working environments.

## **4. Appearance**

SWRAC expect all member of SWRAC community to wear appropriate clothing that doesn’t offend other people using the centre. During work experience students must wear suitable clothing for the area of employment and wear any Personal Protective Equipment (PPE) that has been issued.

## **5. Mobile technology**

Mobile phones are to be switched to silent when on SWRAC premises and may only be used with the permission of your tutor in the classroom . Any misuse of mobile phones may result in their confiscation. SWRAC would ask you to ensure that when using your phones in community areas that you ensure use appropriate language and keep the volume down so that your privacy is maintained.

## **6. Suspensions and Exclusions**

SWRAC will only suspend or exclude a student where it is absolutely necessary, and where all other possible interventions, have failed to be successful.

The following examples of behaviour may warrant the decision to suspend or exclude a student:

- Physical assault against a student
- Physical assault against an adult
- Verbal abuse or threatening behaviour against a student
- Verbal abuse or threatening behaviour against an adult
- Use, or threat of use, of an offensive weapon or prohibited item
- Bullying
- Discriminatory abuse, e.g. racist, homophobic, biphobic, transphobic or ableist abuse

Before returning to SWRAC a meeting will be arranged for all parties, this includes the student, parent/carers /guardians, and other professional such as Social Workers. The meeting will be to discuss what further support can be put in to help the student and to agree a behaviour contract.

## **7. What happens if you do not follow the SWRAC code of conduct?**

SWRAC staff will use the disciplinary/behaviour procedure which could result in a formal warning, suspension, or exclusion. In cases of illegal activity, we are obliged to report to the Police. If you are under the age of 19, your parents / guardians may be informed.