

Student Code of Conduct

The Student Code of Conduct sets out college expectations so that life at college is productive, rewarding and helps prepare you for the work environment. We reserve the right to take disciplinary action against any student who fails to comply, which could lead to permanent exclusion from the College.

1. I will be considerate, polite and respectful towards the persons and property of other students, staff and the whole College community. I will not use offensive language.
2. I will visibly wear my College ID card, using the lanyard provided, at all times when I am at College. I understand that I must never lend my card to another student. If I come to College without it I understand I may be refused admission and if I lose it I will have to purchase a replacement at a cost as advertised.
3. I will dress in a way that is appropriate to the needs of the course, taking into account Health & Safety considerations. I will not wear a hood, cap or hat. I will refrain from wearing any article of clothing which displays any motif or slogan that may offend or be considered incitement. I accept that other College users may dress in a way that I feel is not appropriate, but I will not make negative comments about their choices.
4. I will not smoke on the College premises. I will not bring alcohol to College. I will not gamble, be drunk, possess, use or supply any illegal drugs on College premises, or while involved in College activities away from the campus. I will not attend College if I am under the influence of alcohol or illegal drugs. If I am found in possession of drugs or alcohol I will be immediately withdrawn.
5. I will not take part in any dangerous or illegal activity. I will not do anything which may incite racial or religious hatred. I will not carry or use any offensive weapon. I understand that the College can carry out screening or personal searches for weapons, drugs and alcohol.
6. I will attend and be on time for all classes, tutorials and other College activities required by my course. If I am unable to attend due to sickness, or any other valid reason, then I will contact my tutor. Note: Contact information will be supplied by your tutor at the start of the course.
7. I will come to College fully prepared for my lessons, bringing all necessary equipment with me.
8. I will complete all coursework and homework, by the agreed deadlines and to the best of my ability. I will do my best to achieve the required standard in assessments, tests or examinations and will make sure that all work is my own.
9. I will not use my mobile phone, tablet, MP3 player or any similar device in the classroom unless directed to by my teacher. I will not use the loudspeaker function on any such device whilst at College, unless directed by a member of staff.
10. I will comply with all College policies, including those on tutorials, work experience, health & safety, equal opportunities, safeguarding, academic misconduct and IT. Note: All policies can be found online.
11. I will represent the College in a mature and responsible way. This includes whilst on trips, work experience, as a volunteer on external groups/forums; or when taking on additional roles such as Student Representative, Safeguarding Champion or Student Union officer.
12. I will comply with this contract and all general rules regarding my behaviour in all areas of the College in order that a pleasant environment is maintained for the benefit of the whole College community.
13. Respect the College values in line with British Values which are Democracy, Rule of Law, Individual Liberty and Respect and Tolerance
14. Not engage in academic misconduct including cheating in examinations and plagiarism or collusion.

I agree to abide by the College Student Contract. I understand that failure to do so could result in disciplinary action being taken in line with the College Behaviour for Learning Policy.

Name:

Course:

ID Number:

Signed:

Date: