

All students attending the Concord College Summer School must agree and abide by the Student Code of Conduct and Student Rules (Summer School). All students must:

- Be friendly, kind, helpful and polite to everyone by showing consideration and respect to all members of the Summer School community. Abusive behaviour of any kind will be investigated.
- Not use bad language (in any language).
- Speak English in all classes and activities.
- Follow the instructions of your house parent, teacher or other member of staff.
- Work well with your house parent, teachers and other students.
- Keep the college surroundings nice, not cause damage to college property or litter in college grounds, vehicles and classrooms and keep your bedroom tidy, no litter or graffiti.
- Be on time for lessons, excursions and bed.
- Respect the property of others. This includes taking, moving or using other people's belongings.
- Remain within the college campus at all times, unless given permission by a member of staff to do otherwise.
- Remain within the Boarding Residence at bed time (2130 for under 12s, 2230 for 12+), unless given permission by a member of staff to do otherwise or bed time has been extended due to a specific event.
- Not bully other members of the college community.
- Not consume or possess cigarettes (this includes e-cigarettes and vaping), alcohol or illegal substances whilst on the college's premises or during off-site activities and excursions.
- Not enter into the accommodation of the opposite sex. No girls in boys' accommodation and no boys in girls' accommodation.
- Not put the college community in danger or damage the good reputation of Concord College.

Parents/guardians are required to complete an excursion supervision form. Students aged 10-13 must be fully supervised throughout any off-site excursion. Parents/guardians of students aged 13 and over, can opt out of supervision, enabling them to spend the day with their friends. If students are unsupervised, they are required to register throughout the day with a teacher at an agreed meeting point. Failure to do so may lead to disciplinary action.

Health and Safety instructions for students using transport on College excursions:

- Arrive on time and wait for the coach in a safe place.
- Do not rush towards the coach when it arrives.
- Wear your seatbelt and stay seated whilst travelling on the coach.
- Never touch any of the vehicle's equipment or controls.
- Bags must not block aisles.
- Never attempt to get on or off the moving coach.
- Never lean out of or throw things from the window of the coach.
- Never kneel or stand on seats.
- Never distract or disturb the driver or block the driver's vision.
- Stay clear of doors after boarding or leaving the coach.
- After leaving the coach, always stop, look and listen before crossing the road.
- If you feel unwell, tell a teacher.

The Summer School reserves the right to send home any student breaking these rules or a student who has persistent bad behaviour or for any other reason deemed to put members of the Summer School community in danger or the good reputation of Concord College at risk. The student will be sent home at the parents' expense and fees will not be refunded. The Summer School's decision will be final and, due to the short length of the course, there is no right to appeal. However, parents may refer to the Summer School's Complaints Procedure if it is felt necessary.

Please sign that you have understood and accept the requirements for good behaviour.

Student Signature:	
Student Name:	
Parent/Guardian Signature:	
Parent/Guardian Name:	
Date:	