



## **HOME SCHOOL AGREEMENT AND CODE OF CONDUCT**

It is the duty of the school to keep all members safe and happy, allowing students to learn and enabling staff to teach and promote learning without interruption or harassment.

At Waldegrave our students are encouraged to become confident and responsible adults. This is done by teaching students responsible behaviour in order to raise their self-esteem and increase success in all areas of their life. Waldegrave Sixth Form Students are role models in the school and as such must behave accordingly.

### **Waldegrave's School Rule is:**

**Learning comes first: we show mutual respect and understanding for everyone, through courteous and considerate behaviour at all times.**

#### **Sixth Form Code of Conduct:**

- Follow sixth form rules and protocols
- Follow the dress code and wear a Lanyard and ID badge at all times
- Sign in with their fingerprint when arriving at school
- To adhere to school policies on matters such as Attendance, Behaviour for Learning and Health and Safety E-safety, the Mobile Technology, Internet and Cyber Bullying and Bring Your Own Device policies.
- Treat all students and staff with respect and consideration
- Maintain the highest possible level of attendance and punctuality at all relevant school activities and follow the procedures for registering and reporting illness and absence
- Follow the cross site travel policy and adhere to the expectations of staff whichever school or college students may be visiting
- Not to bring cigarettes including e-cigarettes and vaping equipment, alcohol or illegal substances onto school site or any school trip or visit. Nor attend school when affected by these substances
- Take responsibility for independent study and complete all work set by the agreed deadlines; ensure that all work submitted is students own and includes no form of plagiarism; abide by the regulations relating to conduct of examinations and the submission of coursework for assessment
- Take care of school buildings, resources, equipment and environment and take a shared duty of care for the responsible use of the study base and sixth form café area

- Behave with common sense and due regard for other people, including visitors and local residents
- Return all reply slips and complete school administration by the deadline set
- Do not drive to school and or park in the local streets

**To support success parents of the students will:**

- Ensure students arrive at school by 8.30am for 8.45am registration with their tutors in the correct dress code.
- Parents will contact school on each day of absence with a reason in writing or by email of any planned absence for medical, dentist or other reasons with at least seven days notice where possible. Ensure that their son or daughter collects missed work and completes it in good time.
- Ensure students complete all coursework and homework and that they understand the implications of plagiarising work
- Show an interest in the student's studies and attend meetings to discuss their progress and future careers
- Sign and support the schools ICT User, E-Safety, Mobile Phone and Bring Your Own Device policies and help to ensure that students follow them at all times
- Oversee the controlled and careful use of social network sites out of school hours (these sites are not available in school)
- Ensure that any part time work does not impact negatively on attendance on study or homework time
- Ensure family holidays are not taken during school term and note that Year 12 students resume studies as soon as the internal exams are finished through to the end of the school year
- Read and return all newsletters, letters and reply slips promptly to help with communication.

**To enable student achievement the school will ensure:**

- Lessons are prepared and work marked in accordance with school policy
- Students are treated equally and set work appropriate to their ability
- Achievements are rewarded and sanctions imposed fairly and in line with school policy
- Maintain high standards of conduct, based on the principles of respect for people and property.
- Monitor academic progress, including setting targets for improvement with subject staff.
- Monitor overall progress, including the offer of pastoral support as and when necessary.
- Keep students and parents informed about your progress through informal feedback, comments on work and coursework, formal reports and consultation evenings

- Offer a variety of extra-curricular activities and opportunities for enrichment
- Offer opportunities to take responsibility and to develop qualities of leadership
- Provide advice and assistance to help in the planning of higher education and future careers
- Provide opportunities and support for students to take part in appropriate work experience.