



SCHOOL CODE OF CONDUCT FOR STUDENTS ON RESIDENTIAL VISITS

It is usual for students to behave in a very responsible and cooperative manner during residential visits. However, to avoid any misunderstanding, we think it is helpful for both parents and students to be aware of the response we expect. We hope parents will discuss this code of conduct with their daughters so that they fully understand the implications, before signing the agreement form.

1. Punctuality and politeness from students will be insisted upon at all times during the visit.
2. There will always be at least one member of staff on duty during a visit. Students must always be sure that they know where staff can be contacted. This will apply to journeys (e.g. where to find the duty staff on a cross Channel Ferry), visits to Centres, Exchange Visits and on Expeditions. There is a separate, more detailed code of conduct for language exchange visits.
3. Adequate arrangements will be made by staff for the safekeeping of students' valuables and when appropriate, their passports. Students must not carry all their money on their person, unless on back-packing expeditions.
4. Students will not be allowed to smoke during any part of the visit.
5. Students will not be allowed to drink alcohol or partake in any illicit substances during any part of the visit.
6. When staying in a centre or hotel, students should always be aware of other guests and should not do anything to inconvenience them.
7. Whatever the age of students there will be a clearly stated time to be in bed. Lights out and silence will be insisted on after 30 minutes.
8. No student will be allowed out on their own during free time. If free time is allowed, students must be in groups of at least four if they are in Years 7 – 11. There may be occasions when it will be appropriate for staff to allow Sixth Form students to be in pairs.
9. All students will be told what to do in an emergency and must follow the given instructions.

Please note that further rules of conduct may apply on specific trips. Where this is the case, these rules will be described in the trip handbook or letter to parents.

Any damage incurred by students will be the financial responsibility of parents. In any extreme case of misbehaviour, parents will be contacted. If this results in a student being sent home, parents will be required to bear the extra expense and to arrange an escort, if necessary. If a student is extremely homesick and parents request return, extra financial liability will also arise.