

EMMANUEL COLLEGE

STUDENT CODE OF CONDUCT 2023-24



Foundations

Emmanuel College is a Christian ethos school of character for the whole community.

We cultivate good character as an end in itself and pursue excellence in everything as we seek to make the most of the gifts we have been given.

We believe in the outstanding potential of all human beings and our capacity for creativity, care and communication as made 'in the image of God'. We know that we all need instruction, correction, and practise if we are to nurture the virtues underpinning good character.

We practise the virtue of love as we act unselfishly for the good of others and are able to forgive and be forgiven. We exercise wisdom as we choose the right course of action and display integrity as we are truthful to ourselves and others. We gain fortitude and courage as we rise to challenges, learning to overcome adversity and to develop resilience. We develop self-control as we regulate our emotions and impulses and show humility as we are teachable and keen to learn from our mistakes. We act with justice as we treat others with respect and fairness.

Our inspiration for these values and our core virtues of love, wisdom, fairness, self-control, courage, and integrity is the life and ministry of Christ Jesus.

It is understood that all students and staff will always seek to uphold the core virtues of the College. We hope that the Code of Conduct will help each Emmanuel student to be the best they can be, but it also serves as a helpful guide to specific rules. This means that all students know what is expected of them and that parents and carers can know what to expect when students do not live up to these expectations. By keeping to the Code of Conduct, students will learn over time to take responsibility for themselves, their learning and others. All students can expect fair and consistent consequences for failing to keep the Code of Conduct.

The Code of Conduct contains five expectations which must be adhered to. For each of these, some detail is given about specific rules that must be followed.

Student Code of Conduct

1. Respect authority

- You must always follow instructions given by staff immediately, in a positive and respectful way.
- You must never answer back or use negative body language when communicating with those in authority.
- You must address your teachers by their title and their surname.
- You must attend any detentions or additional academic support set for you.

2. Be professional, kind and courteous

- You must not bully or abuse anyone.
- You must not swear, blaspheme or use offensive or derogatory language.
- Your online activity must not cause harm to others or bring the College into disrepute.
- You must be polite to all staff, students and visitors within the College and beyond the school site.
- You must relate to all those in College in an appropriate and professional way, and refrain from unprofessional conduct such as 'high-fives' or 'fist bumps'.

3. Take responsibility for yourself

- You must arrive at College before 8:25 and stay in College until 15:40 each day (14:30 on Fridays) unless issued with a valid exeat. You must arrive promptly and properly equipped for lessons.
- You should wear your uniform with pride, in line with the College Uniform Code.
- You must always carry your study file with you, and it should be signed by your teacher when you leave the classroom for any reason.
- If you are unwell or have an accident, you should tell a member of staff straight away.
- You must aim to be involved in at least one co-curricular activity each term and must attend the major College events of the year: the Carol Service, Sports Day and Presentation Evening.
- You must keep your books, study file, bible and equipment free of graffiti.

4. Take responsibility for your learning

- You should line up silently and enter the room in silence, place your study file and equipment on the desk and stand behind your chair to wait for the teacher to greet you.
- You must give your best effort to everything you attempt.
- Listen attentively and put up your hand to speak.
- You must take responsibility for catching up work that you miss when you are absent.
- Ensure that you act on all feedback given, using green pen to show that you have done this.
- You should complete homework to the highest standard possible and hand it in on time.
- You should never hand in work that is not your own, or cheat in examinations.

5. Take responsibility for others

- You must always walk around the site in a safe, calm and purposeful way, walking on the left and using the one-way system where required. Wherever possible, you should take the shortest and fastest route to lessons. When you walk to College Celebration, or to an examination, you must do so in silence.
- You must only cross the roads around College (Consett Road and Whickham Highway) at the traffic lights. You are not permitted to walk across the main entrance to College.
- You should never act in a way that will bring the reputation of the College into disrepute.
- On visits, you will be expected to behave in line with the behaviour contract put in place for that visit.

Serious incidents and their consequences

- Defiance towards adults in authority will always be challenged. When defiance is persistent, or particularly serious, it will result in a suspension from College.
- Child-on-child abuse and bullying will be dealt with firmly and effectively in line with our zero-tolerance approach. Robust action will always be taken in each case and persistent or very serious incidents will result in permanent exclusion.
- Physical assault against another student, or a fight in College, will result in suspension. In the most serious cases, it may result in permanent exclusion.
- Poor conduct on an educational visit may result in you being removed from the visit and being prevented from taking part in visits in the future.
- If your actions or negligence result in costly damage to property, you will be asked to contribute to any costs for repair or replacement.
- Actions which have a serious impact on the reputation of the College, including poor behaviour when travelling to and from school, will result in suspension and in the most serious cases, in permanent exclusion.
- Failure to give full regard to the Computer Network and Health and Safety Agreement may result in suspension or, in the most serious cases, permanent exclusion.

Prohibited items and activities

- You should only bring items that you need for College with you each day. You should avoid bringing in expensive or unnecessary personal items and never bring a prohibited item into College.

Prohibited items include:

- Chewing gum and energy drinks.
- Alcohol.
- Cigarettes or any other tobacco products, vapes or e-cigarettes.
- Prescription drugs, other than those kept by the Student Welfare team for you.
- Any items that are illegal.
- Any age-restricted products that cannot be legally sold to someone of your age.
- Any item that is likely to be used to commit an offence, cause personal injury or damage to property.

Prohibited items will always be confiscated and disposed of appropriately. In most cases, possession of a prohibited item will result in a proportionate sanction. Possession, purchase or supply of illegal drugs in College will result in permanent exclusion.

You must switch off your phone when you arrive at College and leave it turned off until you leave, and you are not allowed to use a camera or any other recording device on site without permission. If your phone is switched on in College, it will be confiscated and kept securely until your parent or carer can collect it.

Food and drink can only be consumed in the College restaurants. A water bottle containing still water may be used at the start of each lesson and must be kept in your bag.

Trading in College is forbidden.