

# School Code of Conduct

## We want you and your property to be safe so:

- When travelling to and from school do not talk to or accept lifts from a stranger.
- When travelling to and from school, stay away from the Waterhouse Moor pond at all times.
- Remain in school during break and lunch times.
- Only leave the school site if you have been given permission by a senior member of staff, and always sign out at the front office.
- If you need to leave your classroom seek permission from your teacher who will provide you with a note.
- If you cycle to school, wear a helmet, secure your bike in the shed and **do not** cycle on school grounds. As pedestrians, use the paved areas and **not** the car parking space.
- Use and/or possession of tobacco, alcohol or illegal substances will not be tolerated in school or to and from school.
- Only bring your mobile phone to school under exceptional circumstances for use on home/school journeys. Always hand it in to the Admin Staff in the Dining Room between 8:15am and 8.45am and collect it at 3.30pm.
- Do not risk bringing large sums of money or expensive equipment (Ipods, computer games etc) to school.
- Mark all clothing and personal belongings indelibly. If you lose something, report it to your tutor and check for it with the office staff and caretaker. Lost property will be kept until the end of each term.
- Whilst wearing the St Mark's uniform, pupils are, in effect ambassadors of our school, therefore the school's expectations apply to all students whilst travelling to and from school or on a school trip. St Mark's expects its pupils to conduct themselves in a safe and sensible manner that does not harm the good reputation of the school in the local community and beyond. This includes eSafety, especially in the use of the internet and social media. The Headteacher reserves the right to discipline students if there is misbehaviour outside of school hours and off school site especially in circumstances where pupils are wearing St Mark's uniform. The punishment will be at the Head's discretion. Such behaviour will be deemed to bring the school into disrepute.

## We want you to be safe and healthy and to work and play in a pleasant environment so:

- Eat only, before school, at break times and lunch times and **only** in Year Areas or Dining Rooms, using the litter bins provided. Select your food wisely; avoid those processed foods that are high in fat and sugar and aim to eat five portions of fruit and / or vegetables per day.
- Drinking still water is particularly good for you; remember you can drink water during the school day.
- Eat hot food purchased from the Canteen, only in the Dining Room.
- Respect all school property and personal belongings through careful use of equipment, keeping areas clean and tidy, celebrating the achievements of others in display work, handing in lost property and reporting any damage caused immediately.
- Use only the playgrounds, Year Areas and toilets designated for your use.
- Avoid dangerous behaviour (eg climbing walls to retrieve footballs), no matter how confident you feel.

## We want you to have a happy, purposeful time in school so:

- Be punctual to school by arriving to registration no later than 8.50am in the morning and 2.20pm in the afternoon.
- Report to the school Reception office if you arrive after registration has finished.
- In lessons, behave in a calm, sensible manner which will allow you, and your peers, to work and learn effectively.
- Move calmly and quietly around the school site, walking on the left in a single file along corridors and respecting access rules in certain areas.
- Treat all members of our community with care, respect and consideration, in particular avoiding conflict and unkindness to others. Use staff to help you resolve incidents if they occur.