

Student Code of Conduct

1. All students must advise the college in advance of any changes to contact details.
2. Students are expected to be punctual when attending class. Anyone arriving more than 10 minutes after the lesson has started will not be allowed to enter.
3. All homework/coursework must be completed and handed in on time. Failure to do so will result in a mark of 0 being recorded for that particular piece or work.
4. Students whose work effort or attendance record is unsatisfactory may be removed from the course.
5. Mobile phones or iPods are **not** to be used within the classroom during lesson time.
6. Appropriate behaviour must be adhered to at all times within the college building.
7. Arrive at lessons with the correct equipment pens, file, paper, text books
8. Make a record of all work set and maintain deadlines
9. Contribute to the school community
10. Help keep the college common room clean and tidy
11. Act as a role model to all students in your work ethic and demeanor
12. Work hard to achieve the best you can
13. Fulfill your potential, aim for success
14. Bins are provided for rubbish. Please make use of them and do not leave rubbish lying around.
15. College does not accept responsibility for student's personal possessions.
16. Any student found to be in possession of alcohol or illegal substances will be asked to leave the college immediately.
17. Students must not print off past examination papers or mark schemes without asking their teachers' permission.
18. Students must not deface college property in any way. Doing so may result in the students involved being removed from the course.
19. Students must not eat anywhere on the premises except in the common room.
20. Only permitted entrances and exits must be used. Fire exit doors are out of bounds except in an emergency.
21. Students must not loiter on private property near LBC. We are not responsible for your safety or behaviour.
22. CCTV is on operation for security reasons.

I have read the above and understand that failure to abide by the code may result in disciplinary action being taken by the college.

I have attended an induction meeting and accept the rules regarding health and safety. I will report any hazards within college to reception.

Name of student.....

----- (Please Print) -----

Signature of Student.....Date.....

Signature of Parent.....Date.....