

Student Code of Conduct

The University of Kent Academies Trust is committed to providing a community where equality is promoted, diversity and inclusivity is valued, and individuals are respected. Our staff and students share the responsibility for promoting and fostering an inclusive environment and ensuring that others do not experience harassment.

Good conduct is essential to what it means to be a student at the University of Kent Academies Trust. This means being aware of the impact of your behaviour on others, knowing what is acceptable, and engaging positively with the local community, treating others with respect, dignity and consideration taking responsibility for your actions and for your learning and development.

If you see or experience unacceptable behaviour please report it to any member of staff or you can email harrassment@universityofkentacademiestrust.org.uk

The Student Code of Conduct comes from the basic belief that our community needs to work in harmony where students and staff are allowed to achieve their best at all times.

- Students are able to enter the Academy site from 8.00am, however they must be in the building no later than 8.35am ready for learning and remain at the Academy until the end of the final lesson/activity. Addendum during COVID period, students will arrive to the Academy at a designated entrance and at an allocated time period.
- Attend and be on time for every lesson on my timetable.
- Wear full Academy uniform at all times and keep smart and tidy. Addendum during COVID period, students to wear PE kit to the Academy on practical lesson days.
- Work hard to exceed my learning targets for all lessons.
- Come with all equipment needed, ready to listen and actively take part in the lesson, and always prepared to do my best.
- Listen respectfully to the teacher, other students and all other people who may be visiting the Academy.
- Try my hardest to complete all the learning expected of me.
- Show good behaviour and manners following instructions from a member of staff first time, without arguing back, interrupting or questioning what has been asked.
- Be polite at all times - never shouting, swearing or physically harming anyone - students or staff.
- Make sure that on my way to and from the Academy I wear the correct Academy uniform and am sensible and polite, ensuring I uphold the high standards expected at the Academy. and do not display anti-social behaviour to anyone, which might affect my Academy's reputation.
- Carry a bag for everything I need each day; a pencil case with pens, pencils, ruler, sharpener etc, an iPad fully charged and backed up, various exercise books, folders or text books and PE kit.

- Bring my PE/Dance kit in when I have PE and Dance. Follow the uniform policy.
- Keep the classrooms and Academy tidy and clean by not dropping litter.
- Ensure hot and cold food purchased or brought in is eaten only in the Refectory/Lime Lounge. CG students can take cold food outside.
- NO chewing gum.
- Seek out a member of staff if I need help with a situation.
- NO jewellery or make up
- NO fighting or physical aggression
- Be prepared to report any incidents of bullying either yourself or others and participate in mediation when this is offered.
- To adopt an inclusive and respectful mind set when working with other students.

COVID 19 Social Distancing expectations

Current government guidelines should be adhered to at all times. Senior leaders will advise students and parents/carers of any changes that need to be followed during the Academy day.

The advice on social distancing measures applies to everyone. Everyone needs to minimize opportunities for the virus to spread by maintaining a distance of up to 2 meters between individuals where possible. This advice applies to both inside and outside of the Academy buildings including where students may need to queue for entry to the Academy or for their lunch etc. All staff and students will be required to sanitise their hands on entry to the Academy and reminded to wash their hands for 20 seconds and more frequently than normal.

Guidance includes:

- Wear a face covering in corridors and communal areas unless exempt or eating where government guidance applies
- Respect all social distancing measures implemented throughout the building
- There should be no physical contact between students such as hugging or 'bumping'
- Wash your hands at every opportunity or when asked by staff and keep hands sanitised
- Adhere to group arrangements to remain in allocated areas of the building where required
- Wear PE kit when required and follow all the usual uniform expectations
- Remove all outdoor clothing when entering the building (coats, hats, gloves etc).
- If required, remain in the same classroom for all timetabled lessons and unless instructed otherwise.
- Students are expected to behave in a respectful, polite and courteous manner at all times.
- Eat at break and lunchtime in permitted areas under the social distancing and COVID 19 measures.
- Drink only water during lesson time.
- Students are encouraged to social distance on arriving and exiting the building.

Group Arrangements for students

These COVID safety measures have been implemented to ensure the safety of students and staff from 1st September 2020. Each student will be expected to adhere to the following arrangements unless otherwise advised:

- Specific routes planned to enter, exit and move around the Academy site
- Allocated a designated group
- Allocated a designated classroom
- Strategically placed sitting forward and in strict seating plan for track and trace
- Students are not permitted to get up out of their seats during lessons, as this will interfere with social distancing measures
- Students are not permitted to 'mix' with other year groups
- Occupy a designated area for break time or remain in designated classroom for wet weather
- Designated hygiene and toilet area