



Code of Conduct

Code of Conduct for Students on School Visits

It is usual for Corfe Hills students to behave in a responsible and co-operative manner during school visits. However, to avoid any misunderstanding, we think it is vital for both parents/carers and students to be aware of the behaviour we expect. I hope parents/carers should discuss this code of conduct with their child so that they fully understand the implications before confirming the consent on ParentPay.

For all visits

1. Students remain under the jurisdiction of the school during the visit and must follow the instructions of the Party Leader and all staff with responsibility during the visit.
2. Punctuality and politeness from students will be insisted upon at all times during the visit.
3. There will always be at least one member of staff on duty during a visit. Students must know where and how staff can be easily contacted. This will apply to all parts of the visit including the journey, free time and during the night. During Exchange Visits it is particularly important that students know how to contact a member of staff and that they do so as soon as possible if a problem arises.
4. Students remain responsible for their belongings and valuables whilst on visits. Staff will usually make arrangements for the safe keeping of passports and may make arrangements to help students safeguard other valuables.
5. Students will not be allowed to smoke, vape or to purchase cigarettes or vapes during any part of the visit.
6. On the visit, students must never possess, use or purchase drugs defined as illegal under English Law.
7. Students will not be allowed to drink, or to purchase alcohol, during any part of the visit, except in the home of a host family, during a language exchange, when this is local custom and parents/carers have given their approval.
8. Students should never deliberately put themselves at risk; however, they must also know what to do in the event of an emergency. They should know how to contact staff during any periods of time when they are indirectly supervised and must follow the given instructions for emergency procedures.

Residential visits

9. At all residential venues students must always be considerate of all guests/staff and should not do anything to inconvenience them. Students will be expected to maintain their room in a reasonable state and leave it in an acceptable condition.
10. Whatever the age of students, a clearly stated curfew will be given, and a time to be in the student's own bedroom will be given. Lights out and silence will be insisted on at a given time. It must be understood that staff must be able to trust students in their own rooms when instructed to do so. Students will not be allowed into rooms of other guests (and vice versa).
11. No student will be allowed out of the residential venue on his/her own. If free time is allowed during the day, students must be in groups of at least four, to ensure student safety.
12. Any damage incurred by students will be the financial responsibility of parents/carers. In an extreme case of misbehaviour, parents/carers will be contacted. If this results in a student being sent home, parents/carers will be required to bear the extra expense and to arrange an escort if necessary. If a student is extremely homesick and parents/carers request return, extra financial liability will also arise.
13. Any student who breaches the code of conduct not only risks his own place on school visits, but also threatens the future organising of visits in the school.
14. Please note that further rules of conduct may apply on specific trips and any supervising member of staff will expect their instructions to be followed. Where this is the case, these rules will be made clear to students, staff and parents/carers as necessary.

Please confirm you have read and understood the School Code of Conduct for school visits by completing the Code of Conduct consent form on the ParentPay link: on www.ParentPay.com.