



## FRAMLINGHAM COLLEGE

### PUPIL CODE OF CONDUCT

#### **General principles**

The wish of the College is to have as few rules as possible. Pupils must, at all times, obey the laws of the land and the obligations of good citizenship. It is important to show respect for other people and their property and, by using common sense and good manners, to maintain the good name of the College.

#### **Principal Code of Conduct:**

- Pupils:
  - using illegal drugs,
  - involved in serious bullying,
  - involved in theft,
  - engaging in sexual intercourse,

**will** forfeit their right to be members of the College.
- The consumption of alcohol is forbidden except in the Prefects' Club by members and by senior pupils at authorised functions. Members of the U6th may visit a designated Public House with the permission of their parents and HM, but, of course, if they are under 18 years of age they may not consume alcohol
- The smoking of tobacco is forbidden.
- The chewing of gum is not allowed.
- Pupils must not borrow or lend sums of money or items of kit or equipment.
- Pupils must not enter other pupils' rooms unless the occupant is present.

- No pupil may drive a car or motorcycle without parents' and HM's permission. No pupil may drive another pupil (car or motorcycle) without the written permission of both sets of parents and both HMs.
- Boarders must not have cars or motorcycles at College, unless they have specific permission from HMs who may grant permission upon completion of a car request form.
- Cycling must not take place within College bounds. All bicycles must be kept in the sheds provided and must be locked.
- Details of times, routines, bounds etc., will be found either on the main notice boards or on House boards. It is important that notice boards are consulted regularly for current arrangements and changes, which will be posted.
- College bounds, until 4.00 p.m. are set by the Sports Hall, the TAC, the Front and the Medical centre. Sixth Form pupils may go into town at lunch time.
- Pupils must not enter the Sports Hall without the permission of a member of staff. Workshops, laboratories, and the swimming pool must not be entered unless qualified adult supervision is present.
- Pupils leaving the College Campus should sign out in the House book indicating their destination. Please sign in if visiting another House.
- Visiting is limited to Common Room areas for boys visiting girls' Houses and for girls visiting boys' Houses.
- Visiting friends in the Medical Centre requires the permission of the Sister in charge.
- Visiting Brandeston Hall requires permission from HM and the Master of B.H.
- Full and correct College uniform must be worn during the formal part of the day. Pupils may change into casual clothes after 4.00 p.m. Casual clothes should be clean and of a reasonable style.
- Coats, scarves, caps and hats should not be worn indoors. Games kit should not be worn in the dining hall. If it is not possible to shower and change after games before a meal, a full tracksuit should be worn
- Music should not be played at a volume, which is likely to disturb other members of the College and our neighbours.
- Pupils should accept responsibility for being punctual to all lessons, practices, meetings and House roll calls.

- Please take care of the immediate environment by putting all litter in the bins provided.

Pupils must consider the consequences of any infringement of the College rules and regulations.

Remember: if you are unsure about anything please ask your HM or a member of staff.

These simple regulations are designed to help ensure the well-being of individuals and the College community as a whole.

It is the responsibility of all colleagues to assist with the maintenance of good discipline in and around the College.

On encountering any behaviour, which is considered unacceptable, whether it is officially a school rule or not, colleagues should deal with the incident there and then.

Do not turn a blind eye to any infringements of the College rules or dress code.

If incidents cannot be dealt with quickly and easily by speaking to the pupil concerned, colleagues should inform the pupil's HM of the incident at the earliest opportunity. Incident report forms are available in Common Room for serious breaches of discipline. If in doubt ask a senior colleague or HM for advice about using an Incident Report form.

Colleagues should avoid any argument with pupils over matters of discipline. If pupils answer back or are in any way rude in their response whilst being disciplined, they should be informed that the matter will be referred to their HM or the Second Master. The member of staff concerned should then walk away from any further discussion.

In order to maintain the highest possible standards of behaviour in College, colleagues should be particularly vigilant about picking up pupils, who

- arrive late for lessons.
- do not present themselves tidily according to the College dress code. Pupils arriving to classes incorrectly or untidily dressed should be sent from the class and told to return immediately they are presentable.
- chew gum.
- drop litter.
- behave in a way that disturbs other members of the community or causes work for others or damage to their environment.
- behave inappropriately in public, including not giving way to colleagues and visitors in corridors and doorways.
- use bad language.

