

Expectations & Code of Conduct

Heathfield Sixth Form aims to provide a safe and secure community where all students are challenged to achieve their best. The expectations outlined below are designed to support our key focus.

As a member of Heathfield Sixth Form I will:

1. Behave in a courteous and polite manner to all members of the College community
2. Play a part in the creation and maintenance of a safe, secure and friendly environment where students are able to focus on their learning.
3. Treat the College, Sixth Form learning environments and local areas with full respect.
4. Follow the Sixth Form dress code at all times.
5. Aim for 100% attendance to registration and lessons and have excellent punctuality.
6. Follow the correct procedures for planned absence or unplanned absence (see attendance procedures)
7. Manage a suitable balance between paid work and College
8. Wear the Heathfield Sixth Form College lanyard visibly at all times when on the college site
9. Take an active and positive role in your learning and use independent learning productively and respect the learning environment in the LRC.
10. Act as an aspirational role model for younger students, representing myself and the Sixth Form in the best possible light at all times.
11. Do not have mobile phones, earphones or other digital hardware visible when moving around the College during the College day.
12. Not smoke on the College site, including the Leisure Centre, College entrances, near the surrounding neighbours houses or the vicinity where visible from the College site.
13. Use ICT resources in a mature and sensible manner and only for the purpose of my studies
14. Take an active part in the life of Heathfield Sixth Form, my tutor group and the school community
15. Sign in and out of College during College hours (8.40am – 3.05pm)

As a member of a teaching group I will:

1. Work hard to achieve at least my target grades in all subjects.
2. Arrive on time for all lessons with all equipment necessary for learning to take place.
3. Hand in all work by set deadlines and to the highest possible standard.
4. Ensure that I complete all work that is set and covered when absent and where I know I will be absent I will discuss the work in advance
5. Be willing to complete work beyond the classroom and do what is required for homework
6. Only take mobile technology out in lessons when required

I understand that failure to meet these expectations, or a serious misdemeanour which impacts on the safety or welfare of others may result in some or all of the following:

1. My parent(s)/carer(s) will be contact
2. I may be sent home by a member of the Senior Leadership Team
3. Be placed in a Sixth Form Detention / Have free time removed
4. I may be removed from lessons and places in supported supervision of a member of the Sixth Form team
5. I may be placed on a Pastoral Support Programme
6. My place at Heathfield Sixth Form will be reviewed

Agreement	
Student Name	
Signed Student	Date:
Signed Parent	Date: