



Holy Trinity College Pupil Code of Conduct: Expectations



Be Respectful

Arrival and Dismissal Times

- Represent the school with pride
- Arrive on time everyday
- Move to your form teacher's room when you hear the bell

Be a Learner

- Be in the correct uniform with a readiness to learn
- Be punctual
- Aim for 95+% attendance to school
- Put mobile into zipped pocket
- Arrive equipped and organised for learning

Be Responsible

- Use the correct designated gate/gates
- Sign into the office if you are late
- Sign out in the company of a parent if leaving early

Be Safe

- Come directly to and from school
- Follow the guidance of staff at the gate/crossing the road
- Never throw items in a crowded area
- Remain in school all day

In the Classroom

- Adhere to the teacher's seating plan
- Be punctual
- Follow the teacher's or classroom assistant's instructions
- Listen attentively
- Use respectful language to staff and pupils
- Respect the ideas of others
- Let others learn at their own pace
- Raise your hand if you are unsure and require help
- Respect the decision of the teacher

- Come to class ready to learn
- Start your work promptly
- Participate positively in lessons
- Share responsibility for group tasks
- Know your personalised targets and strive to achieve them
- Complete tasks in the time frame
- Present classwork and homework neatly
- Celebrate your success

- Use electronic devices only when instructed
- Use all equipment with care and return it to where it belongs
- Place chairs on the desk at the end of day
- Use the recycling bins

- Enter and exit rooms in an orderly fashion
- Pay attention to safety rules and procedures particularly in specialist classrooms
- Follow the school's acceptable use policy
- Protect personal information (Passwords)

On the Corridor

- Respect each other's personal space
- Respect each other's right not to be photographed or videoed in school
- Give a member of staff right of way
- Address adults and peers appropriately
- Be tolerant and respectful of others

- Have toilet breaks at designated times (not on the way to class)

- Line up outside the room so that others can pass safely
- Maintain appropriate noise levels (indoor voices)

- Move safely between classes
- Walk on the left
- Avoid pushing and shoving that will harm another pupil

Break-time/Lunchtime

- Follow the instructions of the supervising duty teams
- Adhere to the times for your Year Group to come to the canteen
- Use the queuing system and wait your turn

- Remember others are still learning during your break/lunch-times. Be respectful of their learning
- Move swiftly to class when the bell rings to mark the end of break and lunch-time

- Leave your canteen space tidy with chair pushed in
- Return your plates to the hatch
- Put left-overs and litter in the bin
- Look after our equipment and facilities
- Contribute to a clean and tidy environment
- Report misuse and damage of school property
- Report unsafe behaviour or unsafe conditions including in the toilet facilities

- Stay within the designated areas
- Tell a member of staff if you have a problem with another pupil
- Smoking and using E Cigs is unsafe for you and for others in your company

In all areas of the school

Reflect the values and ethos of the College Make a positive impact to the spirit of the College Treat others with Respect

Wear your Uniform with Pride Support each other Be proud of your progress Keep your mobile phone in your inside pocket