

Overview of Student Code of Conduct

The professional behaviours and attitudes we expect of our students at all times:

- Be able to present your college membership card at any time on request whilst on the Sixth Form campuses.
- Be on time for all lessons and required College learning activities. If you are absent, then contact the Absence Line or if you are late, provide a clear explanation/apology to the member of staff who is teaching the class. Maintain a 100% attendance rate.
- Have a positive attitude in all lessons by engaging in all activities and completing all tasks.
- Complete all your assignments to the best of your ability and ensure that they are submitted as requested, either online or in person, by the stated deadlines.
- Do not take food or drink (other than water) into lessons.
- Keep mobile phones out of sight during lessons and on silent (unless directed otherwise by a member of staff).
- Talk to other students, staff, College visitors, external community with respect and behave appropriately for an inclusive college community and avoid the use of inappropriate language.
- Dress in an appropriate manner which is suitable for a professional learning environment and meets acceptable standards of decency. Do not wear garments with the hood worn over the head in class.
- Smoking or vaping is only permitted at the allocated and signposted areas (for students over 18).
- It is not permitted to bring any alcohol, drugs or weapons onto any West Suffolk College Sixth Form campus site or be under the influence of alcohol or drugs when on any West Suffolk College Sixth Form campus site.