

Expected Behaviour – 1

“I arrive on time with the correct equipment and make a good start and end to every lesson.”

- You should have a copy of your timetable in your homework diary including the room number for each lesson.
- Every instance of lateness will be challenged by the teacher.
- If you are more than 5 minutes late without good reason, you will receive a B1. Three B1s means a lunchtime detention.
- Wait quietly outside the classroom until asked in by your teacher.
- When invited into the classroom, go quietly to your assigned seat and stand in silence behind your chair until asked to sit down.
- Make sure you bring the correct equipment to the lesson (this includes exercise book and textbook, PE kit and ingredients for cooking) – if you do not, you will receive a B1.
- You will not be allowed to leave the classroom during a lesson unless you are ill or there is an emergency. Organise your books, water and toilet visits during break time.
- You will not be able to use the cafeteria or vending machines except during break times.
- At the end of the lesson, tidy the area around you, push in your chair and stand in silence behind it until dismissed by your teacher.

Expected behaviour – 2

“I am responsible and considerate in the way I go around school and treat the school building and grounds with respect.”

- Enter school in the mornings via the cafeteria door (you may come in the front door only if you are taking ingredients to the Food Science Room).
- Walk around the school on the left. Running in the corridors or on the stairs is dangerous and will result in a B1.
- Be helpful and polite around stairways and doorways – don't push through and hold the door open for others.
- Form an orderly queue against the wall outside your classroom until asked in by your teacher.
- Leave your bag in your locker area during break times.
- Eat and drink only in the cafeteria or the courtyard. Eating or drinking anywhere else is bad manners. Listen to and follow the instructions of the duty staff or monitor.
- Once you finish eating, go to the designated play area for your year group – sports court or rear play area. Running games and sports should take place only in that area.
- The areas around the swimming pool and the G rooms and around the back of the school (rear staff car park and back of the Dance Studio) are out of bounds – you should not go there.
- Put your rubbish in the bin. Dropping litter will lead to a B1 and maybe litter-picking.
- Graffiti is unacceptable. Drawing on a desk, wall or toilet cubicle will lead to an immediate B2.
- Report any damage to the building immediately to the caretaker or a teacher.

Expected behaviour – 3

“I take pride in my appearance, wearing the uniform correctly, and in the neat presentation of my work.”

- Make sure that you have enough clean uniform for each day – if there is a problem, bring a note from your parents.
 - Write your name on your uniform, bag and other equipment.
 - If you are cold, use the uniform jumper and sweatshirt. If you bring another top, coat or scarf, it should be removed as you enter school and left in your locker until the end of the day.
 - School shoes means formal leather shoes, no canvas or trainer-style footwear.
 - Proper PE kit should be worn – otherwise you may not be able to take part in PE lessons.
 - Make up must be discreet and hairstyles reasonable.
 - On non-uniform days, wear sensible daytime clothes, not overly short or revealing party clothes – otherwise your parents may be called to bring more appropriate clothing.
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- Write with a black or blue pen rather than pencil. If you make a mistake, cross it out neatly and write the correct version.
 - Include the date, title, textbook page and exercise number (all underlined) for each piece of work.
 - Treat textbooks with care.
 - Do not doodle in your exercise book or diary – it is the same as graffiti.

Expected behaviour – 4

“I listen carefully to my teacher (particularly to instructions), and to other pupils, always putting up my hand if I want to ask or answer a question or make a comment.”

- Good listening skills are vital for a safe and positive learning environment in the classroom, and important skills for life.
- Leave your social conversations at the door when you enter the classroom – you can pick them up again during break time. While in the classroom, you should be talking only about the topic of the lesson.
- When the teacher is presenting the lesson, there should otherwise be silence in the classroom.
- During question and answer sessions, there should only ever be one person speaking – the others should be listening.
- Show that you know the answer to the question by putting up your hand – if you are not chosen to answer, listen to the answer given by another pupil.
- Shouting out an answer deprives other pupils of the opportunity to think and therefore to learn.
- Failing to listen properly and disrupting the lesson by talking have a very negative effect on teaching and learning for the whole class – for that reason they are unacceptably poor behaviour and will lead to a B1 or B2 or academic sanctions.