TORMEAD

GIRLS' CODE OF CONDUCT (SENIOR SCHOOL)

As a Tormead pupil, you need to understand the ethos and values of the school and agree to abide by our expectations for behaviour.

As a community, it is important that we consider the needs of others as well as ourselves. This may mean other pupils, members of staff or visitors. It also involves taking care of the physical environment in which we all work.

Tormead's Values are as follows:

- We treat everyone with respect and dignity
- We deliver academic excellence
- We enrich through a broad and varied curriculum
- We celebrate effort and achievement
- We bring out the best in our girls
- We prepare our girls for life beyond school

At Tormead, we do not have a set of official School rules; however, we do have high expectations of your behaviour. These expectations are important to follow, not only to prepare you as an individual for life beyond Tormead, but also to allow every member of our community to achieve their best within a supportive environment. Our aim in this, as in all that we do, is to help you get the most out of your time at the School. After reading this Code of Conduct, and signing to say that you agree to its expectations, you are expected to follow its guidance during your time at Tormead.

At the discretion of the Headmistress, a sanction (including suspension and exclusion) may be given for any behaviour, either inside or outside School, which, following fair and thorough investigation, is:

- deemed inappropriate or unacceptable;
- or brings any member of the School and/ or the School itself into disrepute.

Behaviour

- Behave politely and courteously to everyone at all times, being especially considerate of visitors to the School.
- Be considerate of others' needs; treat them as you would wish to be treated yourself.
- Push yourself to give of your best in all that you do
- If you encounter a problem, be proactive and raise it with someone who can help you: subject teacher, Form Tutor, Head of Year, School Health Care Lead or Counsellor etc.
- If you have any concerns about someone you know, particularly if you suspect that they might be suffering some form of abuse, then speak to a member of staff immediately
- Respect the authority of members of staff and senior pupils, listening to them and responding appropriately.
- Be kind to others: never mock, criticise or insult. Respect their views and opinions, remembering that they will not always agree with you. Do feel free to disagree with them, but do so in an appropriate and respectful manner.
- Seek always the best for others as well as yourself
- Never use or borrow anyone else's property without gaining their permission first.
- Do not bring prohibited items onto the school premises without permission. Prohibited items include: alcohol; controlled drugs and associated paraphernalia including any items purporting to be drugs; other substances (not believed to be controlled drugs); stolen items; tobacco and associated paraphernalia; pornographic images; fireworks; articles used for an offence; weapons and blades

In Lessons And Activities

- Come to lessons and activities punctually and prepared with correct books and equipment
- Keep your work well organised
- If you miss a lesson, then it is your responsibility to catch up the work as quickly as you are able
- Pay attention in lessons and give all work your best effort
- If you do not understand something, use the Brain, Book, Buddy, Boss system to work out what to do
- Attend all expected assemblies, lessons and extra-curricular activities; if you know that you will have to miss one, then it is courteous to inform the member of staff beforehand and make arrangements for catching up on missed content
- If you are at school between 4.10pm and 6.00pm and not in a supervised activity, then you should go to Homework Club in U5 and U7.

Around And Outside The School

- Do not eat, drink or use mobile phones when walking around the school site
- Respect your environment: treat places and equipment considerately
- Packed lunches should be eaten in the Atrium, not in form rooms
- No food should be taken out of the Atrium
- Be considerate of others when walking around school: hold doors open and thank people when they do the same for you; make room for others when walking on narrow paths
- Make eye contact with others and acknowledge them with a smile and/or a greeting
- Your possessions should be locked away in your locker if you are not carrying them in your bag
- Do not bring valuables into school; if this is unavoidable, then speak to your Head of Year about how to store them safely
- Take pride in your appearance: wear your uniform correctly and remember that while wearing it, you are representing the school. Blazers should be worn when travelling to and from school as well as at whole school events and assemblies.
- Obey the Girls' E-Safety & Acceptable Use of IT Policy and any other guidelines for behaviour you are given.
- If you need to visit the Medical Centre, you may go without permission during break and lunch but must otherwise have a teacher's permission via a blue form. You should always be accompanied by a friend.
- Always sign in and out if you arrive late or need to leave early.

Date of Last Review: April 2018