



Sixth Form Code of Conduct

This Code of Conduct sets out the standards of behaviour and commitment expected of all Sixth Form students at The John of Gaunt School.

Sixth Form students are senior members of the school community and are expected to conduct themselves in a manner that reflects this responsibility at all times.

Attendance and Punctuality

Sixth Form students must:

- Attend **all timetabled lessons, tutor sessions, supervised study and PEC commitments**
- Be **punctual** to all sessions
- Attend school for the **whole day in Year 12**
- Earn **Home Study privileges in Year 13** in line with Sixth Form expectations. The privilege of Home Study may be removed if a student's work, behaviour and/or attitude are unsatisfactory.
- Follow Sixth Form absence procedures and communicate in advance where possible.
- Have Parents/Carers authorise any absence by 9.15am on each individual day of absence.
- In cases of persistent absence a GP's note will be required.
- If feeling unwell during the school day, students should go to the Sixth Form office so that parents can be contacted. On no account should any student go home during the day other than authorised Home Study for Year 13.
- If students do leave the school site they need to sign out when leaving and sign back in on their return. This can be done in Wingfield Reception.

Regular attendance is essential for academic success and participation in a funded study programme.

Learning and Independent Study

Sixth Form students are expected to:

- Complete all set work to the best of their ability
- Meet deadlines and act upon feedback
- Use non-contact and study periods **productively**
- **Sign in** during study times in the study areas
- Read around their subjects and engage in wider learning
- Seek support when needed, including from Tutors and **Post-16 academic mentor**

- Take responsibility for catching up on work missed due to absence
 - Bring the correct equipment to all lessons
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Behaviour and Professional Conduct

Sixth Form students must:

- Treat staff, visitors and other students with **respect at all times**
- **Respect the Sixth Form study areas** by ensuring all of our spaces are kept clean and tidy
- Be aware, any damages made will need to be paid for by the student(s) responsible
- Follow reasonable instructions from staff
- Behave in a way that supports a calm, focused learning environment
- Do not behave in a way that hinders the learning or welfare of any other member of our community
- Act responsibly in all areas of the school and when representing the school elsewhere
- Set a positive example to younger students
- Do not bring into school or consume on the school site any cigarettes, vaping materials, drugs, alcohol or any paraphernalia related to this. Any issues will be dealt with in line with the school's behaviour policy.
- Do not smoke or vape anywhere in school or in the immediate vicinity
- Do not bring into school any illegal or dangerous items. As above, any issues will be dealt with in line with the school's behaviour policy.
- If you bring a **vehicle** onto the school site, you must follow the school's rules regarding driving responsibly.
- Sixth Form students are able to use **mobile phones** within the Sixth Form areas only.

Sixth Form students are expected to behave as role models within the school community.

Dress Code and Presentation

Students must:

- Follow the **Sixth Form Dress Code** at all times
 - Present themselves appropriately for a professional learning environment
 - Respond promptly and respectfully to staff guidance regarding dress or appearance
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Use of Study Time and Facilities

Sixth Form students must:

- Use Sixth Form facilities responsibly
- Remain in appropriate areas during study periods

- Use ICT systems in line with the school's **Acceptable Use Agreement**
 - Respect shared spaces and contribute to a positive Sixth Form environment
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Personalised Extended Curriculum (PEC)

Attendance and engagement in the **PEC and Employable Skills Programme (ESP)** are compulsory parts of the Sixth Form study programme. Students must:

- Attend all scheduled PEC sessions
 - Engage positively in enrichment, employability and personal development activities
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Consequences

Failure to meet the expectations of the Sixth Form Code of Conduct may result in:

- Loss of Home Study privileges
 - Increased monitoring or support
 - Parental contact
 - Further sanctions in line with school behaviour and Sixth Form procedures
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Student Declaration

By enrolling in The John of Gaunt Sixth Form, students agree to follow this Code of Conduct and uphold the standards expected of senior students.