

The Cornwall College Group

Learner Code of Conduct 2019/20



In keeping with British Values, the aim of this Code of Conduct is to promote an environment in which the rights and responsibilities of the individual can be:

Safe - we ask you to work together in accordance with the Rule of Law

Supported - a mutually respectful and tolerant environment where learner and staff feel valued and respected

Successful - a brilliant learning experience linked to individual liberty and choice of study

We ask you to use our **VALUES** to guide and inspire you. We hope that you will show us that you can demonstrate the following:



PLEASE FOLLOW A FEW SIMPLE RULES. TO ENSURE THAT YOUR JOURNEY WITH US IS A BRILLIANT ONE:

- Attend all timetabled sessions including examinations, , arrive on time and behave in a way that promotes a positive learning environment.
- Wear your College ID and Lanyard at all times.
- Turn off and do not use your mobile phone during lessons, unless instructed to do so as part of the lesson.
- Complete your work, submit it on time and achieve your agreed targets to the best of your ability.
- Make full use of your learning support if it has been recommended to help you achieve your learning goals.
- Call the Absence Line if you are ill or will be absent.
- Seek help when you need it, have problems or feedback through your Learner Services Teams or Learning Advice Team.
- Dress in a way that does not cause offence and is in keeping with health & safety and the expected code of dress in professional working environments.

TO ENSURE THAT WE CAN SUPPORT YOU IN MAKING LEARNING WORK:

- Be respectful to other learners, staff and visitors to the college including their property and college property.
- Follow College Health & Safety procedures and report any accidents or dangerous situations immediately.
- Make sure you know what to do in the event of a fire or emergency evacuation/lock down..
- Keep to the speed limit when driving on college sites and park in designated car parks only.
- Smoke only in designated outside areas (this includes e-cigarettes).
- Ensure that any fees are paid promptly.

TCCG HAS A ZERO TOLERANCE POLICY ON THE FOLLOWING AND THEY ARE NOT ACCEPTABLE ON ANY CORNWALL COLLEGE PREMISES:

- Bringing dangerous items, alcohol, drugs, 'legal highs' or solvents to college or coming to college under the influence of these substances. This includes CBT infused products. If we have good 'reason to believe' you are under the influence of any substances, you will be suspended from College. Supply of substances will lead to permanent exclusion.
- Inappropriate behaviour towards fellow learners, staff or college visitors such as that which is violent, aggressive, abusive, sexual or could be viewed as bullying or coercive, in line with our College Values, equality legislation and British Values; Tolerance, Mutual Respect, Rule of Law, Individual Liberty and Democracy. This includes online bullying, grooming, peer on peer abuse or radicalisation.
- Bringing dangerous items, including knives or weapons of any sort onto college premises.
- Bringing pornography or other offensive material into college, or accessing such material through the College computers or mobile phones.
- Breach of Health & Safety or Hygiene legislation and regulations.
- Plagiarism, cheating and collusion.
- Behaviour that is not deemed as acceptable in college, swearing, spitting, littering, fighting, being generally disrespectful to others and/ or college property.

WHAT HAPPENS IF A LEARNER DOESN'T FOLLOW THE COLLEGE CODE OF CONDUCT?

College staff will use the Disciplinary Procedure which could result in a formal warning, suspension or exclusion. In cases of illegal activity, we are obliged to report to the Police. If you are under the age of 19, your parents/guardians may be informed.

Signature of Student:	Date:
Print Name:	