**Code of Conduct for all Sir Christopher Hatton Academy**

**Out of School Activities**

***To be read and signed by student and parent***

All participants on any out of school activity are entitled to expect that their safety will come first.The following code of conduct sets out the Academy’s expectations. It is a code of conduct that ensures safety and enjoyment for all involved in these activities.

***Students should:***

* Follow the rules established at the start of each activity, without fail and without question
* Never leave the group whether indoors or out without permission from a responsible adult
* Always be in a group of at least three
* Be considerate and respectful at all times to all members of the group and the community
* Remember that they are representatives of their family, their school, their community and their country and behave accordingly
* Be punctual
* Avoid noisy behaviour at all times
* Abide by the laws of the countries visited and comply with customs regulations
* Not to purchase, consume or carry alcohol/drugs/e-cigarettes/cigarettes or potentially dangerous weapons or fireworks
* Follow and adhere to the Academy’s Moble Device Policy
* Understand that parents will be informed as soon as practicable of any breach of the code of conduct

***I understand that any photographs or film taken during any visit by my child must be solely for my own individual family’s use and must not be distributed more widely; including on social media networks. I understand photographs and film may be taken for publicity use by the Academy as per consent detailed on my student record (if you would like to check this please contact the Data Office)***

**I fully accept this code of conduct**

**Student’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Block Capitals) Form \_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

This code of conduct is a partnership of trust between teacher, parent and child. If the group leader believes that the safety or enjoyment of anyone is at risk because of the behaviour or attitude of your child, your child may be banned from an activity and/or you may be required to collect your child at your own expense. In these cases there will be no refund of monies paid.

***I understand that if required I will collect my child from the activity at my own expense***

**Student’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Block Capitals)**

**Signature of Parent/Guardian \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of Parent/Guardian \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_**

**(Block Capitals)**

***# THIS FORM WILL BE USED AND APPLY TO ALL EDUCATIONAL VISITS UNDERTAKEN WHILST A PUPIL AT THE ACADEMY*** ***#***