 **Code of Conduct**

This code of conduct is based on the principle that all students and adults at Ruskin should be valued. Adults include all teaching staff, support staff, dinner staff, cleaners, technicians, librarians and visiting adults.

The code is divided into three sections; each section can be summarised by a single statement.

**1. We should all, students and adults, show respect and consideration for each other.**

1. When talking to each other, we should show respect for each as individuals. Racist and sexist comments, name calling and bad language are unacceptable.
2. Violent behaviour is unacceptable at all times.
3. We should show respect for each other’s property and that of our community inside and outside school.
4. It is important to behave well on the journey to and from school in order to create a good impression and to protect our reputation.

**2. We should all make sure that classrooms are places of learning and that lessons run smoothly.**

1. Be punctual to school and lessons.
2. Be organised…have coats off, exercise books ready, day planners, pen, pencil and ruler with you.
3. Respect those who are learning with you. Make sure that you are quiet during lesson time.
4. Listen to other people when you are asked to do so and follow instructions carefully.
5. Make sure you always work to the best of your ability.
6. Hand in homework on time.
7. Treat others, as you yourself would like to be treated.
8. Use the library and its services sensibly, remembering that it is there for your benefit and enjoyment. Always return books on time, so that other people may borrow them.

**3. We all have a responsibility to make sure that Ruskin is a ‘safe and healthy’ environment.**

1. Mobile phones are not allowed to be used in school.
2. Only small, safe jewellery should be worn. Dangerous, offensive and valuable items may not be brought onto the school premises.
3. Be a responsible member of the community; eat in the areas provided and put litter in the bins. Smoking and chewing gum for students is not permitted at Ruskin. Drinks must be brought in plastic containers (not glass).
4. Bringing in or using cigarettes or illegal drugs in school is not permitted.
5. Think before you act – a moments silliness, particularly in a practical area, could cause a serious accident.
6. Walk instead of run – it’s safer for everyone. On no account push or shove. Use the one-way system.
7. Take care of the buildings, its classrooms, displays, corridors and toilets. Respect and care for the grounds, plants and trees that surround the building.
8. Make sure you know the fire drill.
9. Students must remain on the school site during school sessions unless they have permission from the Headteacher.
10. Parents must accept full responsibility for students using bicycles, to travel to and from school.
11. No cycling or scooting is allowed on the school yard.
12. Under no circumstances are students allowed to go on the roof to retrieve a ball, or go between parked cars.