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## **CODE OF CONDUCT FOR STUDENTS ON VISITS**

It is usual for students to behave in a responsible and co-operative manner during school visits. However, to avoid any misunderstanding, we think it is vital for both parents and students to be aware of the behaviour we expect. We hope parents will discuss this code of conduct with their son/daughter so that they fully understand the implications before signing the agreement.

1. Students remain under the jurisdiction of the school during the visit and must follow the instructions of the Party Leader and all staff with responsibility during the visit.
2. Punctuality and politeness from students will be insisted upon at all times during the visit.
3. There will always be at least one member of staff on duty during a visit. Students must know where and how staff can be easily contacted. This will apply to all parts of the visit including the journey, free time and during the night.
4. Students remain responsible for their belongings and valuables whilst on visits.
5. Students will not be allowed to smoke, or to purchase cigarettes, during any part of the visit.
6. Students will not be allowed to drink/purchase alcohol during any part of a school visit.
7. Students should never deliberately put themselves at risk; however they must also know what to do in the event of an emergency. They should know how to contact staff during any periods of time when they are indirectly supervised and must follow the given instructions for emergency procedures.
8. Any damage incurred by students will be the financial responsibility of parents. In an extreme case of misbehaviour, parents will be contacted. If this results in a student being sent home, parents will be required to bear the extra expense and to arrange an escort, if necessary. If a student is extremely homesick and parents request return, extra financial liability will also arise.
9. Any student who breaches the code of conduct not only risks their own place on school visits, but also threatens the future organising of visits in the school.

I have read and understood the Code of Conduct for school visits. I acknowledge the need for sensible behaviour on school visits and agree to abide by the rules. I understand that breaching this code risks my chances of involvement in future visits.