

## STUDENT CODE OF CONDUCT FOR ELAC COURSES

We want you to enjoy our English course language course in the UK. We will do everything we can to make the course a big success for everyone, and we want you to help us to do this too.

These rules tell you about **examples of behaviour which we will not accept**, and also **examples of behaviour we want to encourage**. Please read it carefully – if there are some words you do not understand, ask your teacher to help you. When you have read it, please sign it to say you understand. These rules apply to all students on our Junior Vacation Courses, including those who are 18 years old or over before or during the course.

Tick each box  below to show us that you understand what the sentences mean.

### Examples of **GOOD** behaviour

- 1. We want you to work hard and participate in your English classes.
- 2. We want you to listen to your teachers, the activity leaders and the other students.
- 3. We want you to listen to your Elac leader and to follow their instructions on the excursions
- 4. We want you to make friends with people from different groups
- 5. We want to let us know if you or your friends are unhappy.
- 6. We want you to be punctual for lessons and activities.
- 7. We want you to be friendly, polite and respectful and to accept other students' faith and beliefs.
- 8. We want you to participate in the activities and to include everyone.
- 9. We want you to speak English all the time.
- 10. We want you to try different foods.
- 11. We want you to respect the school and the campus where you are studying.

### Examples of **UNACCEPTABLE** behaviour

- 1. You **must not** buy or drink alcohol.
- 2. You **must not** smoke on the school/college campus or in any buildings (or e-cigarettes).
- 3. You **must not** buy or take any illegal drugs (including legal highs).
- 4. You **must not** steal from other students, shops or the school.
- 5. You **must not** carry any weapons, for example a knife or imitation gun.
- 6. You **must not** threaten or be violent towards other people.
- 7. You **must not** make too much noise at your host's house or in your residence, especially late at night.
- 8. You **must not** drop rubbish in the streets or at school.
- 9. You **must not** write graffiti anywhere.
- 10. You **must not** enter other people's bedrooms without permission.
- 11. You **must not** leave your host's house or the residence in the evening without permission.
- 12. You **must not** bully other people (this includes things you say and do as well as physical bullying).
- 13. You **must not** look at or share inappropriate or extremist websites on the Internet, or share inappropriate photos or information with other people.

## What happens if I break the Rules?

We take student behaviour very seriously and there will be consequences.

1. First we will talk to you and your Group Leader. If there is anyone else involved, we will talk to them as well.
2. We will make a record of the incident.
3. Elac will then make a decision about what the consequences are. You will usually have an opportunity to improve your behaviour, however if it is a serious situation (for example: drinking alcohol, taking drugs, bullying another student, stealing) you may be sent home.
4. If we make a decision about your situation and you do not agree, you can ask us to think about it again. However, after considering this, our decision will be final.
5. If you are sent home, then your parents will have to pay the cost.

Some **consequences for less serious** situations could be:

- Cleaning up around the campus if you have been making a mess.
- Doing some extra English work if you have not been working hard in class.
- Missing an excursion if you have gone somewhere without permission.

For the **most serious bad behaviour** which involves breaking the laws in the UK the police may be called.

## What do I do if I have a problem?

If you have any problem, it is really important that you tell somebody about it so we can deal with it. You should tell someone you feel comfortable with. However, it is a good idea to also tell your Group Leader or an Elac member of staff.

I have read and understood what is expected of me on the Elac course.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_ GROUP: \_\_\_\_\_

FIRST NAME: \_\_\_\_\_ SURNAME: \_\_\_\_\_

