



Educational Visits– Behaviour and Code of Conduct

Rationale

At St Bede's we believe that school trips and educational visits are essential to our pupils learning. These opportunities are an invaluable way to help pupils interact with their learning and develop their interests, experiences, relationships and skills beyond the school setting in an environment which is safe and relevant to learning.

We provide a diverse range of visits for both educational value and enrichment of our pupils. As a result of high expected standards, education trips are extremely successful and enjoyable experiences at St Bede's. However, to avoid any misunderstanding, we think it is vital for both parents and students to be aware of the behaviour we expect.

In School Behaviour

School trips, outings and tours are a privilege reserved for students who meet minimum standards of behaviour while at school. Students who do not meet minimum standards of behaviour may be refused permission to participate in a school outing. The school reserves the right to refuse or cancel a student's participation in a trip, event or visit according to the following criteria:

- **Behaviour** - The student's previous and current behaviour has given cause for concern and does not match the high standards expected by St Bede's RC high School. This includes exclusions, referrals and behaviour points/Bede's.
- **Attendance** - The student's attendance at school has given cause for concern, excluding extenuating circumstances.
- **Attitude towards learning** - The student's attitude and commitment to the subject is not to a high standard with constantly good attitude towards learning. Pupils must also have a positive attitude towards learning across the school in general.
- **Participation in previous trips** – If pupils have behaved inappropriately on a previous school trip.

A child may also be withdrawn from a trip at any point if there are behavioural issues that are considered to be a health and safety risk, at the school's discretion. Trips are open to all students who meet and exceed the School's expectations with regard to behaviour, attendance and punctuality to staff and students.

Representing the school for events

It is important that pupils who are representing the school for any event meet the above in school behaviour standards.

- Pupils who receive an S4, instant removal in any subject will not be allowed to represent the school in any event for 1 week.

Pupils will not be allowed to represent the school for events if they;

- Do not meet the in-school behaviour standards above.
- Consistently turn up to lessons without specialised subject kit.
- Have failed to work within the Health & Safety guidelines to participate in this event.
- Behaved inappropriately when previously representing the school.
- Attended a previous event but failed to turn up for or complete the event without legitimate reason.



Trip Code of Conduct

All students taking part in educational visits are representing St Bede's, as well as themselves and as such, the highest standard of behaviour and respect are expected at all times. We hope parents will discuss this code of conduct with their children before giving consent for them to go on a visit.

Code of Conduct Agreement

Students participating in an Educational Visit are also expected to follow the below Code of Conduct. The school's Consequences System will continue to apply where appropriate. The Code of Conduct must be adhered to by all students participating on educational visits.

Acceptance of participation on a school visit implies acceptance by all parents/carers and students of the Code of Conduct as a basic condition of the contract for the trip.

In addition to standard school rules are the following expectations:

- Students remain under the jurisdiction of the staff and must at all times follow instructions/guidance from members of all staff, instructors, and representatives of the place being visited.
- Abide by the laws, rules and regulations of the places visited.
- Be courteous, considerate and respectful to members of the public at all times
- Be punctual - Arrive before the stated meeting times at the correct place.
- When not in school uniform, students should always dress in a manner appropriate to the character of the visit. Staff will inform students of the most suitable type of clothing and any specific clothing requirements.
- Accept full responsibility for your own possessions. It is advised that, wherever possible, pupils should not take valuable items on a school trip. The property of others must also be respected at all times.
- Pay attention to all briefings/details provided by members of staff, instructors, or representatives of the place being visited.
- On all minibuses/coaches' students must always remain seated with your seatbelt on and in place when the vehicle is in motion. Vehicles must be kept tidy. The instructions and requirements of the coach company and its driver(s) are to be respected.
- Respect the environment (e.g. not dropping litter).
- Communicate any safeguarding and wellbeing concerns and any hazards that may cause harm to a member of staff immediately.
- Be in groups of not less than three students if granted indirect supervision.
- If your child has any electronic devices such as phones and/or headphones these are not permitted to be used during the trip unless otherwise specified.
- On residential, do not enter sleeping areas of any other room other than your own at any time.
- At all residential venue's students must always be considerate of other guests. Students are expected to maintain their accommodation in a reasonable state and to leave it in an acceptable condition.

When a student is on a school trip or visit, the student is representing the school and themselves. Therefore, they must do nothing that will bring the school or themselves into disrepute. A breach of the code of conduct or the normal rules of acceptable behaviour may result in the student being returned home at the expense of the parents/carers. The school reserves the right to withdraw any student from a school trip or visit that does not meet the expectations outlined above.