



**CHILWELL
SCHOOL**

Student Code of Conduct

Share • Care • Believe • Achieve

The Positive Learning Community at Chilwell promotes high achievement by working together to:

- **Be reflective and understanding of ourselves and others**
- **Develop and challenge ourselves in learning and life**
- **Challenge and motivate each other to flourish**
- **Be flexible and adaptable in an ever developing community**
- **Be inquisitive and enquiring to extend ourselves**

At Chilwell we aim to make sure that you become 'Fit 4 Life'. This means we place a real emphasis on being fit and healthy in MIND, BODY and SPIRIT.

In order to achieve your best in these areas it is imperative that you are: FIT 4 LEARNING. We will teach you many ways to be a successful learner but you also have to prepare yourself in a positive way for school. To do this you will need to:

- **Be organized** - your brain can't operate correctly if it is worried about equipment that you haven't got with you.
- **Listen carefully** – listening is a crucial skill. We won't talk to you for long periods of time but when we do you must make sure that you hear and understand what we are saying. ('I don't know what to do!' is a sure sign that you haven't been listening!)
- **Support others** - by supporting others you support yourself and everyone moves forward in their learning. Being a skilful 'player' is important; but being a skilful team 'player' is critical.
- **Be resilient** – a big word but it means keep trying. Never give up! (How many successful people do you think gave up?).
- **Ask questions** – this is a key skill. There is no such thing as a stupid question!
- **Answer questions** – this can be scary but it's a great way to learn. Don't worry about being wrong. In fact if you answer a question wrong it means that the teacher can change how they teach or explain something to you so you learn better.
- **Avoid distractions** – you only spend a small proportion of your day in school so you can't afford to be easily distracted! When your brain is distracted by chat and poor behaviour it will not learn effectively. Make sure that YOU are in control of YOU! (**Remember: Behaviour is a CHOICE with a CONSEQUENCE**)

School Code of Conduct

Assemblies

Assemblies are a time for us to reflect on issues which concern us, celebrate our achievements and consider how we might improve.

You should:

- enter and leave the theatre quietly and in an orderly fashion
- be correctly dressed in every aspect of your uniform
- sit with your own tutor group
- show respect to the person (s) leading the assembly
- listen carefully and in silence
- leave the theatre in a quiet and orderly way

Attendance & Punctuality

Full attendance and good time-keeping at school are an excellent preparation for life. Chilwell School is proud of its very good record of attendance. In order to reach your full potential, it is important that you keep absences to a minimum. Being punctual shows that you are mature, responsible and that you value your education.

You should:

- attend school every day
- arrange holidays outside school time
- ask your parent/guardian to phone school by 9.30 am if you are too ill to attend
- bring a letter of explanation from home on your return to school
- sign in at the Student Services Reception if you arrive after 9.05 am.

Registration

Attending registration is a legal requirement and it is your duty to arrive promptly at your tutor room. During registration important notices and information are often given out to the tutor group.

You should:

- enter your tutor room sensibly and quietly
- sit quietly in your seat with coats off
- be silent during the taking of the register
- listen carefully to all notices
- record important messages & the thought for the week in your school planner

Lessons

Lessons are the most important time of the school day. It is vital for your future that you receive the best education possible.

You should:

- approach all lessons with a positive attitude
- ensure you are punctual
- enter and leave the classroom in an orderly manner with school jacket on
- follow instructions and requests from your teacher
- listen carefully at all times
- never call out or talk when the teacher is talking
- complete all work to the best of your ability
- never interfere with the learning of other students
- record all home learning in your planner
- not leave lessons to fill water bottles or visit the toilet (unless you have a toilet pass)
- keep headphones out of sight at all times.
- ensure that mobile phones are switched off and kept out of sight at all times

Movement

It is vitally important that you behave sensibly when moving along corridors and around school. Please follow these rules carefully

You should:

- follow the one-way system
- move sensibly between classes so that you do not disturb other learners
- never run
- line up quietly outside your classroom
- keep moving and avoid standing in groups
- have consideration for others and avoid pushing or jostling

Equipment List

If you are not prepared for learning then you are setting yourself up to fail and potentially causing conflict which neither you nor your teacher wish.

You should have a

- sturdy school bag to carry books and equipment.
- black pen, pencil, ruler, eraser, geometry set and pencil crayons.
- calculator.
- notebook for rough notes and dictionary.

Home Learning

Home learning is both important and necessary. Homework done regularly throughout secondary school can be equivalent **to an additional year of study.**

You should

- use your diary to record home learning
- work regularly for relatively short periods
- meet deadlines

Presenting Your Work

Well-presented work is very important. If your work is neat, complete, well organised and easy to read it will make revision much easier. This will help you to gain better marks in tests and exams.

You should follow these rules:

- **Date** each piece of work should have a date on the left after the margin.
- **Title:** neatly written and underlined by ruler.
- **Writing:** in black ink only. Only use other colours for highlighting important things.
- **Diagrams, maps and graphs:** always use pencil so that mistakes can be easily corrected. Use a ruler for straight lines, write labels in ink. When appropriate use coloured pencils to make diagrams clearer. Always give keys for maps and label your axes for graphs.
- **Tables:** frameworks should be drawn with a pencil and ruler.
- **Mistakes:** we all make them, so cross them out with a single ruled line. No correction fluid or tape of any type (e.g. "Tippex") should be used.
- **Loose sheets:** these must be stuck in proper places in your book.
- **Spelling, punctuation and grammar:** you will be rewarded for good spelling, punctuation and grammar, as you will in the GCSE exams. Check unfamiliar spellings. You will be asked to do corrections.
- **Graffiti:** do not draw or write inappropriate things on or in your book. You will be asked to cover or replace the book if you use it for graffiti. This will also happen if you tear pages out of your book. Take pride in your work.

Uniform and Appearance

Chilwell School is your place of work and you should look smart and business like at all times. You are representing the school whenever you are out in the community, on public transport or walking along the street. The full correct uniform is available from Morleys in Chilwell and TGR Embroidery. Other shops may sell fashion variations which will not be acceptable if they are not closely modelled on the official uniform. The school's decision is final in determining appropriateness. (See Appendix A for detail)

Uniform is not an opportunity to make a 'fashion' statement.

Clothing

- black jacket with school logo
- white shirt with collar and school tie
- jumper with school logo (optional)
- plain black, smart, regulation school trousers or pleated skirt to be worn at an appropriate length.
- plain black, low-heeled, sturdy leather shoes (no shoes with visible logos permitted)
- head scarves which are required to be worn for religious reasons must be plain black or white.

Hairstyles

Hairstyles and hair accessories should not draw attention to an individual. For example the following are not acceptable:

- shaved patterns
- unnatural colours; multiple colours
- brightly coloured bows, ribbons, beads.
- students must be clean shaven.

Cosmetics

- cosmetics should not draw attention to an individual.
- no coloured nail varnish, nail extensions or nail ornamentation of any kind
- body piercing is not allowed. No facial or body piercing is acceptable and plasters or clear studs cannot be worn.

Examples of the uniform and suitable shoes can be found on the website

Breaks

You should:

- stay on the school premises during morning break and lunchtime.
- conduct yourself safely and securely at all times
- ensure that mobile phones are switched off and kept out of sight at all times

The Dining Rooms

The cafeteria staff work very hard to produce hot food and snacks for the whole school. It is essential that all students value this service and show their appreciation to the staff who provide it.

You should:

- queue quietly and sensibly
- walk when going into and around the dining room
- sit at the tables and eat properly
- remove outdoor clothing when you sit down
- clear the tables after eating
- not take food out of the dining areas
- make sure that no rubbish is left around the tables
- follow the instructions of everyone who is on duty

Electronic items

The school does not bear liability for any equipment that you bring into school. You bring valuable items in at your own risk.

You should

- switch your mobile phone off and keep it out of sight for the duration of the school day

Bullying

Chilwell School will not tolerate any kind of bullying. We believe that everyone has the right to feel safe and free from threatening or prejudicial behaviour. Bullying is likely to lead to exclusion. Any student who bullies another will be placed on our Bullying Register until such time as we feel they have changed their behaviour.

You should:

- REPORT ANY INCIDENT IMMEDIATELY!
- always tell someone if you are being bullied
- always treat every individual with respect
- never spread rumours or call other students, or members of their family, names
- never make anyone feel uncomfortable or upset
- not threaten or hit any other student
- never pick on anyone for their race, religion, gender, sexuality or for any other difference
- use electronic media responsibly
- if necessary, see a peer mentor—they are friendly, good listeners and can relate to your problems

Visitors

It is important that any visitor to Chilwell School feels welcomed into our community. Visitors should see an orderly, tidy and stimulating environment.

You should:

- be polite and helpful to all visitors and guests
- open doors within school for visitors
- do all you can to ensure that visitors leave with a positive impression of the school

Litter and the Environment

Everyone at Chilwell School should help to create a litter-free zone. The school should be an environment which reflects our pride in the school grounds.

You should:

- put all your litter in the bins provided
- never leave any litter in the classrooms or in the lockers
- never graffiti, vandalise or knowingly cause damage.
- look after your learning environment

Rewards

At each progress review point during the year you will be graded in four areas:

- your **Working At Grade (WAG)** – the level or grade you are currently working at;
- your **Predicted level or grade** – the level of grade you ought to achieve given your current progress and effort;
- your **Target Grade or level** – the grade you should be aiming to achieve;
- an **Attitude to Learning grade (A2L)** – this is a grade that reflects your current attitude to learning and focuses on effort and commitment.

Your A2L grades will be totalled across all subject areas to arrive at an overall point score. This will then be averaged against the number of subjects you study.

The lower this score the better as a '1' grade is an outstanding A2L.

If you achieve a '1' in eight out of eight subjects you would score a best possible: 8 divided by 8 = 1 point.

- the top 10% of students with the best A2L score at each data point will receive a gold certificate to recognise their excellent efforts
- the next 10% of students will receive a silver certificate
- the next 10% of students will receive a bronze certificate
- all students in this 30% will be recognised by name on our website

There are three progress reviews throughout the year.

Any student who receives **three gold awards** will receive the special Governors **Platinum award**, a gift token and be entered into the Chilwell Honours book

Any student who receives at least one gold award at any point during the year will be entered into the end of year raffle for a substantial prize.

Day to day rewards will include verbal praise, letters or texts home, postcards, stickers or reward cards.

Your ATTITUDE will determine your ALTITUDE!

Appendix A – School uniform code

School uniform promotes a good working atmosphere, equality and community identity:

- it encourages students to 'dress for success', to feel pride in the school and feel part of the school community
- it reduces the scope for competitive dressing which can be a source of much unhappiness for students – it is not an opportunity to make a fashion statement
- it is practical and relatively inexpensive

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Jewellery

Students may wear:

- one watch
- one ring
- one pair of small, silver or gold studs in their ears (One pair = one in each ear)

No other jewellery of any sort is allowed in school

P.E. KIT

	Boys PE Kit	Girls PE Kit
Compulsory	New School PE Top – with Logo Navy Blue Shorts White Trainers Football Boots Shin Pads Navy Blue Football Socks Gum Shield	New School PE Top – with Logo Navy Blue Shorts White Trainers Football Boots Shin Pads Navy Blue Football Socks Gum Shield
Optional	School PE Hoodie – with Logo Navy Blue Tracksuit Bottoms	School PE Hoodie – with Logo Navy Blue Tracksuit Bottoms (not leggings)

Trainers may only be worn during PE lessons; they cannot be worn at any other time in school. It is recommended that no student wears any jewellery on any day when PE is on their timetable. This should prevent PE staff spending time on security of jewellery when their main concern is student supervision and safety.

N.B. (1) We recognise that for religious reasons some students may need to dress in accordance with the wishes of their faith. The school will seek to respond to these wishes sympathetically providing that education, smartness, health and safety are not compromised.

(2) Our bench mark is the uniform supplied directly by Morleys and TGR Embroidery. Trousers, skirts, jumpers and cardigans brought elsewhere are at a very high risk of being unacceptable and parents need to be fully aware that we will take action in all circumstances.

Non-Compliance

We regard non-compliance with uniform as a breach of school rules and there are a range of consequences which can be issued as appropriate:

- confiscation of banned item(s) for collection by student / parent/carer as deemed appropriate
- having to remove excessive make-up using wipes and make-up remover.
- removal of excessive or new piercings
- not being allowed to take part in extra-curricular activities or events
- being provided with appropriate uniform i.e. dressed incorrectly
- having to go home to get changed or clothes to be brought in by parent/carer
- isolations
- detention
- exclusions, as a last resort for persistent offenders who refuse to comply.



Consequence Pyramid

