

SGS Berkeley Green UTC KS4 Agreement between home and school



This **Code of Conduct** sets out our behaviour expectations on and around the SGS Berkeley Green Site and within Berkeley Green UTC. The site is a place of work for business partners and university academics as well as students and staff at SGS College and SGS Berkeley Green UTC. We expect the highest standards of behaviour from all students whilst on SGS premises and offsite when representing the college. We aim to provide a respectful, safe, supportive and successful learning environment for all.

Site Expectations

- Follow the UTC Professional Code of Conduct at all times.
- Wear and display your lanyard around your neck with your ID card visible.
- Stay within the UTC and its grounds at all times unless under the supervision of a member of staff.
- Sign in/out at reception if you are leaving the site during the UTC day. You may only do so when you have the authorisation from the Headteacher or Deputy Headteacher.
- There is a strict no smoking policy on the site including vaping.

As part of the activities at the school we will sometimes escort students to other areas around the Gloucestershire Science and Technology Park Site, for example using the field for PE or to visit University of Gloucestershire's C11. By signing this agreement you confirm your permission for your child to take part in these activities.

Professional Conduct

As a student at SGS Berkeley Green UTC you agree to:

- Read and abide by our absence policy. In accordance with the policy, you will aim for 100% attendance, ensuring that any absence is authorised.
- Participate fully in all classroom and homework activities.
- Complete all work set in a timely manner and to an appropriate standard.
- Be respectful to everyone.
- Wear the correct clothing, as per our professional dress policy.

Additionally you also agree to:

- Refrain from behaviour which is threatening or abusive to any student, member of staff or other person.
- Refrain from causing damage to SGS property.

- Refrain from bringing any banned items on to the SGS site as per the professional conduct policy. These include but are not limited to drugs, weapons, etc.
- Refrain from carrying, using or supplying illegal drugs.
- Refrain from illegal activity.
- Refrain from behaving in any way which adversely affects the reputation of the UTC.

Failure to meet these expectations will lead to sanctions and, at the discretion of the Headteacher, may lead to permanent exclusion.

Plagiarism, Collusion or Cheating

In the event that you are suspected of any of the following activities, an investigation will be carried out by the Headteacher in accordance with the Joint Awarding Bodies guidelines and the UTC Assessment Policy:

- Plagiarising work from another individual or source (such as the internet), by copying and passing off such work as your own, or allowing work to be used by others.
- Colluding by working collaboratively with others to produce work that is submitted as your own work, or the work of a single individual alone.
- Falsifying results and / or evidence.
- Cheating by communicating with others by any unauthorised means when this is not allowed, (eg in a supervised session).
- Using unauthorised materials when under test conditions.
- Altering any results document, including certificates.
- Cheating in any other way which undermines the integrity of the assessment process.

I understand and agree to the Professional Code of Conduct outlined above. I understand that failure to adhere to this code of conduct may invoke the Sanctions outlined in the SGS Berkeley Green Professional Conduct Policy.