

International Trip & Activities Code of Conduct

The code of conduct must be followed by all students participating in trips organised by, or on behalf of, the International School. Acceptance of participation on a college trip implies acceptance by parents, agents (if applicable), homestay hosts and students of the code of conduct as a basic condition of the contract for the trip. Normal college rules apply for the duration of the trip. Minor discipline issues will be dealt with by the group leader at the time of the trip, but irrespective of this, all offences will be reported back to the college and recorded on IRIS.

Each student should:

- Cooperate fully with group leaders at all times, this includes listening to and following instructions
- Be punctual and polite at all times
- **Wear a seat belt at all times on the coach/vehicle**
- **You must remain seated on the vehicle and not get up during the journey to walk around**
- **No loud music allowed – no speakers; music on phones or other devices will be permitted. If you want to listen to music you must use headphones**
- Dress appropriately to the activity and occasion, paying close attention to footwear.
- Be responsible for your belongings and valuables whilst on trips.
- If allowed 'free' time, be in groups of not less than three people
- Always return to the meeting point at the agreed time
- Be considerate of others at all times and avoid behaviour that might inconvenience or annoy others
- No shouting or other behaviour that may distract the driver is allowed
- Respect all requests and requirements made by staff and accompanying adults
- You are representing the College so please behave in a mature way and in a manner that is a credit to yourself; the group and the College
- Accept that a full written report of any misconduct may be forwarded to your parents or agents and the College Principal.
- Not purchase or consume alcohol, tobacco products (including vaping) or recreational drugs at any time during the trip
- Understand that their parents are required to accept responsibility for any damage or costs incurred by their child and any claims made by a third party against a student or the college as a result of these actions must be met by the parents in the event that they are not covered by insurance
- Accept that failure to follow the above rules will directly result in sanctions decided by the International School
- Understand that, if in doubt on any matter, they should ask staff

Sanctions for unacceptable behaviour during college trips & activities

This is not an exhaustive list and sanctions will be applied depending on the severity of your behaviour

- a reprimand and verbal warning
- a letter to parents and agents
- exclusion from the next trip/activity
- exclusion from all trips/activities
- exclusion from college (in the most serious cases)