

# Student Behaviour Policy

**updated April 2022**

We would like you to enjoy your time in the UK and achieve great success at school. While you are here it may help to be aware of the following:

All students are provided with a Student Handbook at their first meeting with UK Guardians staff when they will go through the Handbook with the student to ensure that it is understood. Clear guidelines are given on conduct and behaviour whilst staying with a homestay host and under the care of UK Guardians.

If you have unresolvable concerns about behaviour, please phone the office on

**Office: 01425 529118 or emergency: 07833115915 (Both available 24/7)**

## Respect and Manners

Be polite and respect everybody you meet. Use please and thank you at all times. When you are staying in a homestay host remember it is not a hotel. Keep your room tidy, help to clear up after meals and be a part of the family.

## Behaviour

Please always behave appropriately and remember:

### Alcohol

It is forbidden to all persons under the age of 18 years to consume alcohol.

### Drugs

The use of non-prescribed drugs is strictly forbidden and the law regarding this is enforced very strictly.

### Smoking

It is a criminal offence to buy tobacco products under the age of 18. Smoking is forbidden in schools and in most public places. Breaking any UK laws or school rules could result in suspension or expulsion.

### Bullying

It is not acceptable to take part in any behaviour towards another person that negatively affects them either physically, mentally or emotionally. Students should also be aware of the Bullying, E-Safety & Social Policy

### Bathroom

These can be busy places! You can expect to have a daily bath or shower but please remember that other people may wish to use the bathroom too. You must always provide your own toiletries, e.g. shampoo, toothpaste, deodorant etc. Always clean the bath, washbasin and toilet after use. Also be careful that baths and showers do not overflow and cause damage

### Kitchen

The UK provides a wide and diverse offering of foods based on the cuisines of Europe, India, and other parts of the world so you will find something for every taste. However, you may wish to cook for yourself or even for the family on occasions. For this to happen you would need to speak with your homestay hosts and confirm a time when they were happy for you to use the kitchen and appliances. In some cases, the host may take the decision that they prefer students not to use the kitchen. This is a discussion to have with your homestay hosts on arrival to determine the house

rules and if this is something that they would consider.

Once you have finished in the kitchen you must leave in a clean state and put all things used back where they were found.

### Sexual activity

UK Guardians expect all students to adhere to UK Law whilst residing in the UK. Under the terms of the guardianship provision in place the company does not permit students of any age to engage in sexual activity at any time. UK Law is that if you are under the age of 16 it is illegal to take part in any sexual activity.

### Tattoos and piercings and the use of hair dye

Body piercing, hair dying, and tattoos are all forbidden under UK Guardians policy. These are banned by schools, and homestay hosts must not allow students to do any of these under their care.

### Curfews

For safety, ensure your student lets you know of their whereabouts when they go out, and that you have exchanged phone numbers. The Group Leader of Group Students may set the curfew times for these students, for their safety. Normal curfew times are:

- **Students between 13-15 – No later than 8pm or before dark**
- **Students aged 16+ - No later than 10pm**
- **Students 18+ - We do not set a curfew, but they must act responsibly and respectfully. Students need to adhere to the rules agreed with their homestay hosts.**

If students wish to stay out overnight, they will need to provide an address where you will be staying to your homestay and receive consent from the office, before consent can be granted, we will call the number of the person you will be staying with and get consent from the parents if under 18 years of age.

If a student does not return to their homestay host, they stay out overnight, without permission and we do not know where they are, they will be classed as a missing person and the UK police will be notified along with their school. They will automatically be excluded from UK Guardians care activities if we find they have deliberately absconded.

In the case of any suspension or expulsion from a UKG programme, a group leader will be allocated during programme hours to supervise any student in this situation and will return to hosts at the end of each day. Homestay hosts will be informed of appropriate action to be taken for each individual case and for the duration of time until return home arrangements have been made. A member of staff will escort student back to the airport for the return flight home.

Always mention to your homestay where you are going so, they are aware of your last whereabouts in case of any problems.

Make sure they have your mobile number and that you have theirs, as well as the UK Guardians emergency number (+44 7833 115 915).

You will need permission from your homestay if you wish to bring friends back to the house. It is never allowed to have someone stay over in your room.

## Computers and Internet

When staying with a homestay host, a wireless internet connection is normally available, but speeds can be slow in some parts of the UK, especially in rural areas. Internet download is often limited and can be very expensive, so students are not allowed to download large files, such as films, games and music. Students should not need to use the host's telephone or computers. Students should also be aware of the routine of the household and therefore should not be using their computers to Skype, Facetime or otherwise disturb the household between the hours of 11.00 pm and 08.00 am or as the host dictates.

Students are not allowed to use the internet for any illegal activity, this includes accessing sites meant for adults or 18 years or older such as pornographic or gambling sites. Students must not search for, or browse through, any sites that contain offensive, obscene, violent, dangerous, inflammatory, racist or extremist material. Downloading any unlicensed material such as music, video, TV programmes, games and PDF files is illegal and therefore not permitted.

Whilst use of social networking sites has brought about a communications revolution that gives young people unrivalled opportunities, it also brings risks. It is important that students understand these risks, know how to stay safe in this environment and how to avoid making themselves vulnerable to a range of issues including identity theft, bullying, harassment, grooming and abuse. They also need to learn how to avoid the risk of exposing themselves to subsequent embarrassment due to an inappropriate personal profile or inclusion on another's profile. The Child Exploitation and Online Protection body (CEOP) provides some useful guidelines and advice for parents, guardians, homestay hosts and students ([thinkyouknow.co.uk](http://thinkyouknow.co.uk) is the CEOP's online safety centre).

## Guidelines concerning any sanctions and how these are recorded

Sanctions are applied where considered necessary. Sanctions work on a sliding scale depending on the severity or frequency of the offence. A verbal warning should be enough in the first instance, but a student may need to be issued a further sanction depending on the seriousness of the incident, and they are recorded within the student folder.

We will always communicate with parents regarding any sanctions that UK Guardians deem necessary to apply.

## Warning Letters

If your behaviour causes disruption either at school or in a homestay host UK Guardians will issue a warning letter to your parents.

## Expulsion

If you are expelled from school or from any UK Guardians programme you will be sent home immediately.

## Loss of Visa

If you are expelled from school, you will lose your visa and have to return home immediately.

**Policy Review Date 1<sup>st</sup> April 2023**