

CODE OF CONDUCT

As a student at Birmingham School of English, I agree to:

- 1) Read the Student Handbook (emailed to me)
- 2) I must arrive at class on time and stay for all of my classes. If my attendance falls below 85% every week, Birmingham School of English will follow the Student Disciplinary Procedures.
- 3) Return to class on time after the break
- 4) I will buy a course book for each of my classes and bring it to class every day.
- 5) Not speaking my language in class.
- 6) Work in groups and pairs with classmates
- 7) Treat my teachers, classmates, and staff members of Birmingham School of English respectfully.
- 8) Do my homework. Tell my teacher if I need help with my homework.
- 9) Call the Birmingham School of English if I am late or unable to attend class.
- 10) I must only eat in the designated areas. I can take a bottle of water or a cup of coffee to the classroom, but I will be careful. I will wash my cup, put litter into the bin, leave my classroom tidy, and put my chair under.
- 11) Only use my phone or tablet for educational purposes with my teacher's permission.
- 12) Switch your phone to silent in class. You will respect your teacher's rules if your teacher has a no-phone policy.
- 13) Follow school policies regarding class transfers, complaints, and holidays.
- 14) Do not smoke in the building if I am under 18. You will go outside to the smoking area if I want to smoke and am of legal age to do so.
- 15) All safety and emergency procedures must be followed.
- 16) Inappropriate physical intimacy in school is not permitted. Bad behaviour, such as fighting, racial/sexual abuse, damage to property, indecent language and failure to obey instructions, may lead to expulsion from Birmingham School of English.

17) Do not come to school under the influence of alcohol, controlled substances or legal highs (It is illegal to smoke or drink if you are under the age of 18).

18) Not have in my possession or on school property any alcohol, controlled substances, legal highs or unacceptable materials.

19) Diversity and Inclusivity - listen to and consider the viewpoints of others. Non-Discrimination and equality