

## **CODE OF CONDUCT FOR LESSONS, STUDY PERIODS & PREP (GIRLS)**

### **Classroom:**

- Be punctual to lessons.
- Be prepared and organised for lessons.
- Be polite to others.
- Listen to teachers and your peers.
- Show respect to others and school property.
- Work quietly and sensibly and do not talk when the teacher or another pupil is talking.
- Do not distract others.
- It is your responsibility to catch up work as quickly as possible.
- Always hand in your prep on time.
- Come to lessons in a tidy and clean uniform (Years I - V) or dressed accordingly to the dress code (Sixth Form)
- Treat others how you would like to be treated.
- Respect the property of others and do not borrow anything without asking permission.
- Take pride in your work.
- Do not be pressured by your peers to misbehave.
- Take responsibility for your actions.
- Do not ask inappropriate questions, do not shout out but put your hand up.
- Do not waste time.

### **Prep:**

- Arrive on time for prep and settle down to work quickly.
- Organise your carrel or desk so that you can work in a tidy environment.
- Work in silence in prep.
- Show respect to the others in the room, the prefects and prep takers.
- Always ask permission to leave the room if you need to attend another activity.
- Do not ask questions during prep, wait until the end. Think if your question is necessary.
- Do not disturb the others.
- Work independently.
- Complete your own work to the highest standard.
- Review your work and notes regularly.
- If you have completed prep early find another quiet task to do.
- Obey the rules and listen to instructions by the prep taker and the teacher.
- Use your time wisely.
- Take pride in your work.
- Be tolerant and considerate.