



## Code of Conduct

<b>Current Review Date:</b>	30 August 2022
<b>Policy Reviewed by:</b>	Deputy Headteacher
<b>Approved by:</b>	Headteacher
<b>Policy due for review:</b>	30 September 2023

The School's Code of conduct has been decided together with students and staff.

### **The Swedish School in London offers you as a student:**

- a school with high student/teacher ratios
- a safe, positive and calm study environment
- a school with engaged, highly competent and well-qualified staff
- a school that encourages the students to thrive and achieve their potential
- a school that prepares students for future study and life after school
- a school that adapts lesson content, material and assignments according to students with special needs
- a school where students are informed about the reasons for a certain assessment or grade

### **The Swedish School in London expects you to:**

- attend school according to your timetable and other activities arranged by the school
- be polite at all times and greet fellow students and staff when you meet them on and off campus
- be helpful and show consideration towards all people
- protect the school environment and take care of the school's property
- ensure that your sickness and absence is reported on SchoolSoft in a timely fashion
- respect and follow the decisions taken by the school staff
- respect and adhere to school rules
- be fully prepared for school, in terms of sufficient sleep and nutrition
- respect the decision-making rights that teachers have regarding assessment and grading

### **Rule:**



It is a serious violation of the rules of the school and society to harass, violate or harm other people.

Consequence:

After an inquiry, you may receive an oral warning, written warning or be sent home according to school policy and the contract you signed for the school year. In serious cases, it may lead to prosecution according to UK legislation.

**Rule:**

You are expected to be on time for lessons and other joint activities, be well prepared and have the necessary study materials for each lesson as communicated by each teacher.

Consequence:

You may not be able to participate fully and achieve your potential, parents may be notified. Absence and late arrivals will be noted in SchoolSoft and guardians are notified. This could lead to your CSN entitlement being withdrawn.

**Rule:**

The teacher decides when and where mobile phones and other digital devices are allowed during lessons.

Consequence:

Digital devices may be taken in and returned to the student at the end of the lesson. Guardians may be notified in case of repeated incidents.

**Rule:**

You are not allowed to spread or obtain any disrespectful material about someone else or send any material with sexual content to others. Furthermore, you are not allowed to take or publicise photos, make any film or audio recordings without the permission of the person involved.

Consequence:

You may receive an oral warning, written warning or be sent home according to school policy. In serious cases, it may lead to prosecution according to UK legislation. Your guardians are notified and all your teachers are informed of the incident.

**Rule:**

The school provides teaching materials (books, etc) as a loan to students, these must be returned in good condition.



Consequence:

You will be invoiced for any learning material lost or not returned, according to the cost of the replacement.

**Rule:**

All forms of cheating and plagiarism are forbidden.

Consequence:

Cheating and plagiarism leads to the assignment in question being failed. You are given an oral or written warning and your guardians are notified. All your other teachers are informed of the incident.

**Rule:**

Brochures, money collection, organisation of activities, etc, in the name of the school require permission from the Deputy Head Teacher.

Consequence:

Unauthorized mailing is taken down, your guardians are notified and you will be called to a conversation with the Deputy Head Teacher.

**Rule:**

The Swedish school in London has zero tolerance against so-called "hazing".

Consequence:

You are given an oral warning, written warning or may even be temporarily suspended. Your guardians will be notified and the police may be informed.

**Rule:**

You are not allowed to smoke or vape on the school grounds if you are underage. It is also against the rules to supply underage persons with cigarettes, according to UK law.

Consequence:

Your mentor will inform your guardians.

**Rule:**

You are not allowed to use any kind of illegal substances, according to UK law.

Consequence:

If you are suspected to be under the influence of alcohol or illegal substances, your mentor will inform your guardians and the police may be informed.



The school will initiate an inquiry which might include the school asking you to be drug tested by your GP. During the time of the inquiry, you may be suspended according to Swedish School Law.

As a result of the inquiry, you may be given an oral warning, written warning or be sent home according to school policy.

**Rule:**

You are expected to maintain the school environment and be respectful of the school's property. For example, this means that you remove all rubbish and that you are not allowed to damage the school environment in any way.

Consequence:

You will clean up after yourself and repair any damage. You may become liable for your actions; damage and theft will be reported to the Police. Your guardians will be notified and you may receive an oral warning or written warning.

**Policy for Re-tests**

Students are allowed to sit a re-test at the discretion of the subject teacher and directly following the original test.