



Alleyne's School Policies & Procedures

Pupil Code of Conduct and Expectations for Learning

Name of Policy	Pupil Code of Conduct and Expectations for Learning
ISSR	Part 3: Welfare, Health and Safety and other legislation
Reviewed by	SLT
Author/SLT	Mr G English, Deputy Head (Pastoral)
Date of school review	June 2025
Date of next school review	September 2026

Policy Overview

This policy applies to pupils in the Senior School.

This Code of Conduct outlines our shared expectations for pupils at Alleyne's. It supports the smooth running of a large and diverse school, and helps support the wellbeing, safety, and success of all.

It applies from the moment pupils leave home for school until they return, including on transport, trips, and in online activity that affects school life or the wider community.

Our Shared Values

At Alleyne's, we want every pupil to flourish socially, emotionally, academically, and personally. Our expectations are shaped by the **ROCCK** values that define us:

- Respect for ourselves, others, and our environment
- Opportunity for everyone to learn, grow, and contribute
- Curiosity about ideas, people, and the world
- Courage to act with integrity and support others
- Kindness in our relationships and choices

1. Conduct in Our Community

- Treat others with kindness, dignity, and respect.
- Use appropriate language; discriminatory or demeaning comments or 'jokes' are not tolerated.
- Follow staff instructions and respect student leaders and prefects.
- Help maintain a safe, inclusive environment by reporting unkindness or bullying.
- Take positive action - do not be a bystander.

Bullying, including online, is taken seriously and addressed pastorally. Speak to your Tutor, Head of Year, or any trusted adult for support or to report. Consider using the 'OWN IT' button on the Hub/

2. Positive Behaviour for Learning

- Arrive on time and prepared with the correct equipment.
- Contribute respectfully in lessons.
- Submit honest, timely work - plagiarism undermines teaching and your learning.
- Avoid disrupting others' learning.

If you're struggling with deadlines, organisation, or learning, speak to your tutor or subject teacher early. Support is always available.

3. Attendance and Punctuality

- Morning registration is at 8:30am (most pupils arrive by 8:20am).
- Pupils arriving after 8:30am are marked late and must sign in.
- Parents will be notified of lateness.

We understand individual circumstances may affect attendance. If you are struggling, please speak to your tutor or a member of the Pastoral team. Early support makes a difference.

4. Dress and Appearance

Uniform reflects pride in ourselves and our school. Pupils should:

- Wear uniform smartly to and from school
- Wear only small ear studs; other facial jewellery is not permitted
- Not wear make-up or nail varnish below Year 12
- Style hair neatly, tie it back when required for safety, and keep it a natural colour

If you need support with uniform for cultural, medical, financial, or identity-related reasons, speak to your tutor or Head of Year.

5. Respect for Property and Environment

- Look after your belongings and those of others
- Store valuables in lockers
- Keep bags off stairs and pathways
- Report damage, theft, or vandalism immediately
- Use bins and recycling responsibly
- No Chewing Gum

We want a clean safe and respectful environment. To achieve this everyone must play a part. Any deliberate damage or misuse of school property or that of others will be dealt with seriously.

6. Mobile Phones and Digital Conduct

- Pupils in Years 7–11 may **NOT** use phones on site
- Years 7–10 must hand in phones at registration; late pupils hand them in at the section admin's office.
- Sixth Formers may use phones in the Sixth Form Centre **ONLY**
- Misuse, especially to cause harm, will be taken seriously

Struggling with online behaviour or phone use? Speak to pastoral staff, we are here to help, not judge.

7. Academic Devices

Devices in school are to support learning:

- Bring them fully charged
- Use only under teacher direction
- Store securely when not in use
- Respect others' devices - do not share logins or use someone else's
- See our Acceptable Use Agreement for more details.

8. Movement Around School

- Walk calmly and respectfully in corridors
- Queue sensibly and respectfully
- Avoid out-of-bounds areas (e.g., EAB top floor, staff-only zones)
- Students should not be in the academic buildings at break or lunchtimes unless attending co-curricular activity or with direct permission from staff. They will have some time at duty staff discretion to gather and return books
- Ball games are only allowed in designated spaces and times
- Report accidents or injuries promptly – these things happen, but we need to know when they do

9. Shared Spaces and Food

- Eat only in designated areas (e.g., Dining Hall, Quad)
- Use lidded containers for hot drinks
- Tidy up after eating - don't leave it for others
- Take pride in your environment - leave it better than you found it.

10. Travelling and Neighbours

- Store bikes in racks and do not ride on school grounds
- Sixth Formers driving must park legally and respectfully
- Represent the school positively when travelling
- Report any incidents during travel to or from school to staff promptly
- Reception is open until 6:30pm; security staff are often on-site later if help is needed.

11. Leaving Site

- Pupils may only leave during the school day with prior permission
- Sign out (and back in) at Reception
- Sixth Formers must follow privileges outlined in the Sixth Form Handbook

12. Pupil Support, Voice, and Responsibility

- Every pupil's situation is different. If something is affecting your behaviour, learning, or wellbeing - talk to us. We listen without judgement.
- If you see something wrong, report it. Use the 'OWN IT' button on the Hub if needed.
- We regularly gather pupil voice through student council, surveys, form time, and '*What's What on a Wednesday*' to keep our practice relevant and inclusive.

A Restorative Approach

When expectations aren't met, our goal is to:

- Understand the incident
- Repair harm and rebuild trust
- Help everyone move forward with better choices

Consequences are sometimes necessary, but always part of a wider process of reflection, learning, and growth. We all play an important role in making Alleyn's a kind, inclusive, and ambitious community. Together, we can be All We Can Be.