# Student Code of Conduct

a) If you accidently, knowingly or wilfully damage property or articles within a Host Family or that of Berkeley Guardians, then costs may be deducted from the deposit. If the cost exceeds the deposit, then Berkeley Guardians reserve the right to request the deficit from you or your parent/carer.

b) If you will be undertaking work experience or any other activity then they must be punctual to their placement and poor attendance is not acceptable. If this occurs Berkeley Guardians reserve the right to withdraw you from the activity

c) If you undertake any practical experience you will be provided with a separate handbook detailing expectations and conduct. By signing this Code of Conduct, you agree to the requirements set out in the handbook

d) You must respect any representatives of Berkeley Guardians, have good behaviour and respect others within the host family. You must adhere to the host family rules at all times.

e) Any damages to any property or articles whilst in the homestay accommodation, you must inform the host family.

f) You maybe involved with extra activities whilst you are staying with your host family or involved with extra services provided by Berkeley Guardians. By signing this Code of Conduct, you are agreeing you have sought permission from your parent/carer to be able to take part in social activities, contact and non-contact sport and activities which may entail some risk of physical injury.

# Curfew

a) No child under the age of 16 will be permitted to take public transport without a responsible adult (and over the age of 25) unless with written prior consent from your parent/carer

b) No child under the age of 16 are permitted to be out of their homestay accommodation after 6pm unless with a responsible adult (and over the age of 25) unless with written prior consent from your parent/carer.

c) No child is allowed to stay in any other accommodation that is not provided by Berkeley Guardians. If this is breached then you acknowledge and accept that it will not be our responsibility and we will inform your parent/carer

d) We do not allow any child in our care to stay in hotels unless with a responsible adult and with prior written permission from ourselves.

# 14.2 Drugs, Alcohol, Smoking

a) Berkeley Guardians does not tolerate the use of drugs, alcohol or legal highs. Smoking is prohibited in homestay accommodation. Smoking in the UK is not acceptable in any premises whether commercial, educational or other establishment. Drinking or buying alcohol under 18 years is not permitted whilst in school nor is it in homestays.

b) Should through misbehaviour or misuse of drugs etc., the school asks that you are to be removed from campus immediately and into the care of our emergency homestay provider (which may not necessarily be the homestay that you have previously been allocated) there will be an immediate charge to your parent/carer in order to find the host family and for any inconvenience this may cause the host family.

Signature Student……………………………………………………………………………………………………………………….

Print Name………………………………………………………………………………………Date…………………………………

Signature Parent/Carer/Responsible Adult

Print Name………………………………………………………………………………………Date…………………………………

Signature Parent/Carer/Responsible Adult

Print Name………………………………………………………………………………………Date…………………………………

Berkeley Guardians…………………………………………………………………………………………………………………….

Date……………………………………………………………………………………………………………………………………………