

# Code of Conduct

A place where everyone plays a part in strengthening our learning community through **Motivation, Commitment and Care**



	College will	Home will	Students will
<p><b>Attendance and punctuality:</b></p> <p>Students need to show <b>commitment</b> to having attendance above 95% in order to access our highly personalised, broad, ambitious and inclusive curriculum.</p>	<ul style="list-style-type: none"> <li>Reward students for good attendance;</li> <li>Communicate with parents/carers about any attendance or punctuality concerns;</li> <li>Refer to our Educational Welfare Officer and/ or the Local Authority in the case of unauthorised holidays during term time, or if a child's attendance falls below 90%, or in the event of significant punctuality concerns.</li> </ul>	<ul style="list-style-type: none"> <li>Ensure that their child attends college every day and on time;</li> <li>Contact college via the Gateway App on the morning of the first day of absence, giving reason for absence;</li> <li>Not take their child on holiday during term time.</li> </ul>	<ul style="list-style-type: none"> <li>Attend college every day;</li> <li>Arrive to college and lessons on time.</li> <li>Sign in at The Hub if they are late.</li> </ul>
<p><b>Behaving the Minsthorpe Way:</b></p> <p>In lessons students are more <b>motivated</b> to learn in a safe, calm, orderly and supportive environment.</p>	<ul style="list-style-type: none"> <li>Reward students for Behaving The Minsthorpe Way.</li> <li>Make sure that all staff, students and parents know what behaviour is expected in the classroom.</li> <li>Apply BE FAIR expectations consistently and fairly.</li> <li>Consistently sanction students who do not meet our clear expectations. Sanctions include detentions, isolation, removal, suspensions, and permanent exclusion in the case of an extremely serious incident/offence or a culmination of incidents.</li> </ul>	<ul style="list-style-type: none"> <li>Give praise at home for attitude at college.</li> <li>Support the college in cases of unacceptable behaviour.</li> <li>Agree to and support the sanctions of the college.</li> </ul>	<ul style="list-style-type: none"> <li>Follow 'BE FAIR' expectations in lessons.</li> <li>Complete all sanctions without challenge;</li> <li>Understand that any poor behaviour whilst wearing college uniform will be dealt with as if the incident occurred at college.</li> </ul>
<p>Behaving the Minsthorpe Way:</p> <p>Outside of lessons students need to feel safe and happy in a <b>caring</b> environment.</p>	<ul style="list-style-type: none"> <li>Ensure effective supervision and high expectations of students at social times and when moving around the site;</li> <li>Apply BE FAIR Everywhere expectations consistently and fairly;</li> <li>Address bullying issues in line with the College's Anti-Bullying Policy;</li> <li>Screen, search and confiscate any prohibited items when necessary.</li> </ul>	<ul style="list-style-type: none"> <li>Inform college of any concerns regarding their child's wellbeing and safety, including bullying issues;</li> <li>Agree to and support the sanctions of the college</li> </ul>	<ul style="list-style-type: none"> <li>Follow BE FAIR Everywhere expectations at social times and when moving around the site;</li> <li>Always demonstrate Respect and Care for others and the environment.</li> <li>Speak to an adult if they are concerned about their own safety or the safety of others, including bullying issues;</li> <li>Follow the college's online safety policy.</li> </ul>



	College will	Home will	Students will
<p><b>Learning the Minsthorpe Way:</b></p> <p>Students need to show <b>motivation</b> and <b>commitment</b> to their own learning and progress.</p>	<ul style="list-style-type: none"> <li>• Deliver carefully sequenced learning, enabling students to understand and embed skills and knowledge effectively;</li> <li>• Reward students for developing the qualities for learning the Minsthorpe Way and demonstrating the values of Motivation, Commitment and Care;</li> <li>• Keep parents/carers informed of their child's progress via a termly report and an annual parents' evening and more regular communication when appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>• Show an active interest in their child's learning and progress by routinely referring to Satchel:One;</li> <li>• Read and discuss the termly report with their child;</li> <li>• Attend the annual parents' evening and any other meetings in college.</li> </ul>	<ul style="list-style-type: none"> <li>• Have a committed, positive attitude to their own learning and progress;</li> <li>• Demonstrate the values of Motivation, Commitment and Care in every lesson;</li> <li>• Develop the qualities for learning the Minsthorpe Way.</li> </ul>
<p><b>Knowledge Organisers, Home learning and Commitment sessions:</b></p> <p><b>Commitment</b> to learning beyond the classroom has an important part to play in helping students achieve.</p>	<ul style="list-style-type: none"> <li>• Post details of home learning on Satchel:One.</li> <li>• Keep parents/carers/ students informed about Commitment Sessions, interventions and additional supportive opportunities.</li> <li>• Give appropriate students a Knowledge Organiser and a workbook.</li> <li>• Provide support and strategies in P&amp;A time with Knowledge Organiser completion and revision.</li> <li>• Check home learning is completed to the expected standard and reward, support and intervene appropriately.</li> </ul>	<ul style="list-style-type: none"> <li>• Encourage their child to complete home learning on time and to a high standard by referring to Satchel:One.</li> <li>• Encourage their child to read every day.</li> <li>• Support their child with Knowledge Organiser completion by referring to the resources on the website, satchel:one and in college.</li> <li>• Ensure their child attends any compulsory commitment sessions, including knowledge commitment and other support sessions.</li> </ul>	<ul style="list-style-type: none"> <li>• Use Satchel:One to organise home learning.</li> <li>• Complete all home learning set to a high standard and submit it on time.</li> <li>• Keep Knowledge Organisers and workbooks in good condition and replace them promptly if damaged or lost.</li> <li>• Complete Knowledge Organiser home learning each week and show the workbook to their P&amp;A Mentor.</li> <li>• Attend compulsory interventions and commitment sessions when required.</li> </ul>
<p><b>Uniform and equipment:</b></p> <p>Students wear their uniform with <b>care</b> and pride to represent the college.</p>	<ul style="list-style-type: none"> <li>• Provide clear uniform expectations, including PE kit.</li> <li>• Check students' uniform and equipment daily and provide temporary replacements when necessary.</li> <li>• Confiscate banned items. (This includes misuse of mobile phones, earphones, aerosols, jewellery, other electronic devices and vapes.</li> </ul>	<ul style="list-style-type: none"> <li>• Make sure their child wears the correct uniform every day, including PE kit, when needed.</li> <li>• Make sure their child is fully equipped every day.</li> </ul>	<ul style="list-style-type: none"> <li>• Wear the correct uniform every day, including PE kit when needed.</li> <li>• Come to College fully equipped every day (this includes a bag).</li> <li>• Return any borrowed equipment and uniform.</li> </ul>

Signatures Principals:

*M. Green* *F. A. Munn*

Chair of Governors:

*Barbara L. Semper*

Read and agreed by parents/carers as part of the admission process – Registration and Admission form.

Please refer to the College's website for the relevant College Policies. [minsthorpe.cc](http://minsthorpe.cc)

*The Code of Conduct was reviewed in the Spring Term 2025 and approved by Governors at their meeting on the 25<sup>th</sup> March 2025.*

