

DGHE Student Code of Conduct

Name of Document:	Student Code of Conduct
Current version:	2.3
Date of last review:	July 2023
Last review by:	Head of Centre
Policy owned and approved by:	Student Experience and Enhancement Committee (SEEC)
Next review due date:	July 2024

The Student Code of Conduct does not deal with academic misconduct, which is addressed in the **Academic Integrity and Misconduct Policy**. Similarly, this Code does not cover conduct by staff towards students. Students can make any complaint about the conduct of a member of staff through the **Student Complaints Procedure**.

We recognise that you have come to college to gain qualifications that will ultimately lead to employment or further studies. We therefore have the same expectations of you that any other large, professional organisation would have of its employees. So that you can make the most of the opportunities at David Game Higher Education Centre, it is important that you understand that, in enrolling for a course, you are committing yourself to:

- treat members of our college's diverse community and the college environment with respect and consideration.
- work hard to achieve your targets for aspiration, attitude, attendance and achievement.
- attend, on time, all timetabled classes, activities and individual/group tutorials/learning support.
- be equipped for all lessons with relevant materials and stationery.
- meet deadlines set for handing in work.
- actively engage with any work experience opportunity within your programme.
- observe appropriate dress code for your subject area which may require the removal

of hats/caps/hoods.

- contribute to college life and the wider community.
- report any absence as directed by your personal tutor by phone or email no later than 8.30am on the day of absence.
- report unsafe, discriminatory or bullying behaviour.
- visibly wear your ID badge at all times whilst in college.

Unless agreed by your tutor:

- Do not bring food or drink into lessons although bottled water may be allowed.
- Do not use mobile phones, tablet or other portable digital devices.

In addition, you are reminded:

- not to use foul or abusive language or engage in disruptive behaviour.
- that the college does not tolerate bullying of any kind and any evidence of bullying, including cyber bullying, will result in disciplinary action.
- that the college is a no-smoking environment (this includes electronic cigarettes)
- not to spit on college premises.
- that it is a criminal offence to carry knives, guns or any other offensive weapon on college premises. If you are found to be in possession of any such weapon you may be permanently excluded from college. The College will not hesitate to call the police in order to ensure the safety of its staff and students.
- you must not bring any non-prescription drugs or alcohol onto college premises or be under the influence of any drugs or alcohol whilst at college.
- not to bring controlled substance or offensive weapons onto college premises.
- to act safely at all times.
- that non-attendance/poor behaviour/lateness will affect your achievement.

Thank you for your attention.