





Post-16 at John Taylor Free School

Code of Conduct

Starting your Post-16 provision is a significant event. It is important that we all start that journey together and commit to certain aspects of that journey to help us all achieve and be the best that we can be. The code of conduct represents the aims and the values of the school. It highlights the responsibilities of the school towards its students as well as what the school expects of the student. Please read this agreement carefully, discuss it, sign it, and return to school. If any Post-16 student is deemed to not be following the Code of Conduct we will follow the JTFS Behaviour Procedure on our website.

<p>The school will commit to:</p> <ul style="list-style-type: none"> ▪ Care passionately about the wellbeing of our students ▪ Provide a broad, balanced and challenging curriculum, and enable students to succeed and thrive ▪ Provide a high standard of teaching and learning through purposeful, stimulating teaching and constructive advice to students on how to improve performance ▪ Set, mark and monitor homework and assessments ▪ Have high expectations of attendance, behaviour and progress ▪ Reward good behaviour and consistent effort but provide consequences in a fair, firm and consistent manner if necessary ▪ Promote a safe and orderly school community in which everyone shows respect and consideration for each other ▪ Promote Equal Opportunities and Race Equality for all students ▪ Provide a range of enrichment, leadership and extended learning opportunities ▪ Provide reports on each student's progress and give opportunities for parents to discuss this with school ▪ Inform parents and students of any concerns regarding attendance, behaviour and progress ▪ Offer students and parents clear advice about UCAS, apprenticeships and other post-18 options 	<p>The Post-16 student will commit to:</p> <ul style="list-style-type: none"> ▪ Care about my wellbeing and safety ▪ Ensure my actions allow myself and others to succeed and thrive, being a positive role model ▪ Care for the safety and happiness of staff and other students and show respect for all members of the JTFS community, whatever their race, sexuality, gender and background ▪ Treat the buildings and equipment of the school with respect, the Post-16 room is kept clean and tidy ▪ Dress following the Post-16 Dress Code (on page 2), including wearing my ID lanyard at all times ▪ Ensure I have the equipment I need for my learning each day ▪ Take up the opportunities to participate in and contribute to enrichment ▪ Complete extended learning activities to support my learning outside of the classroom ▪ Never bring to school or have in your possession illicit substances, vapes, drugs, weapons, replica or toy weapons, knives and anything else that can be used as a weapon ▪ Keep the school informed of any concerns or problems which might affect my work, behaviour or wellbeing ▪ Attend consultation evenings and discussions about my progress ▪ Ensure that holidays are not taken in term time, and attempt to maintain >95% attendance ▪ Attend and contribute to Personal Tutor time daily, ensuring I am punctual to both school and lessons ▪ Utilise my study periods effectively, ensuring the Quiet Study room is used solely for its designed purpose ▪ Take responsibility for my own personal electronic devices to support my learning, including but not limited to, laptops, headphones and tablets. I understand that mobile phones are only permitted to be used during break and lunch in the Post 16 area, they are not permitted around school site or during study periods. ▪ When reaching the legal age, if I have use of my own personal vehicle I will use the PUDO appropriately and am aware that I take full responsibility for my own car keys and vehicle ▪ I understand that if I leave site during lunchtime that I continue to represent JTFS. ▪ I will check my school email and Bromcom regularly 	
<p>Signed:  Print: Miss S Atkinson (Headteacher) Date: 02/09/2024</p> <p>Signed:  Print: Mrs C Broughton (Assistant Head) Date: 02/09/2024</p>	<p>Signed: Print: Date:</p>	<p>Parents/Carers I/we can confirm we have read the Post-16 Code of Conduct and will cooperate with the school in following the code. I/we will ensure that my child attends school every day and is on time, and notify the school as soon as possible if there is a valid reason for them not to attend.</p> <p>Signed: Print: Date:</p>

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Dress Code

The dress code in Post-16 maintains the high standards expected of our establishment. As senior members of the school community, Post-16 students do not need to wear uniform bearing the school logo. However, they are expected to adhere to the school's dress code, which generally comes under the banner of professional business dress. This means Post-16 students are demonstrating high standards all day, every day, and are role models for the younger students.

Blazers : dark coloured blazers must be worn at all times	Tights or Socks : if worn they should be plain, dark or neutral, and without holes
Shirts/Blouses : smart, sleeved shirts or blouses, which are tucked in. Appropriate ties should be worn with shirts, and the tie must be worn up to the neck so that the top button cannot be seen. A jumper or cardigan is not a substitute for the blazer, in cold weather plain v-neck jumpers can be worn, but branded sweaters and hoodies are not permitted.	Clothes work for religious purposes : a hijab can be worn but it must be plain black and must not cover the face. A turban can be worn but must be plain black. Please contact the school directly should you feel there is a need for any other item to be worn due to religious beliefs.
Trousers/Skirts : smart suit trousers, skirts or dresses must be worn alongside the blazers. Any skirts or dresses must be suitable for the workplace and of an appropriate length, no shorter than knee length. Lycra type skirts are not permitted.	Jewellery : jewellery can be worn but not be excessive. Facial piercings (including nose and tongue), visible tattoos and body piercings are not permitted. Stud earrings only.
Shoes : dark leather type shoes. Trainers, sliders, crocs and sandals are not permitted.	Hair : hair should be kept tidy with no extreme styles. Dyed hair should be within the natural colour range.

ID badge : as part of safeguarding, Post-16 students must wear their ID badge and school lanyard around their neck, and clearly on display at all times.

Please note that decisions regarding whether an item of student dress is in line with the dress code will be made by the Post-16 Team and Head of School. If in doubt, we suggest you keep receipts and tags on items so they can be returned if necessary. If a student's dress is not in line with the policy they will be loaned an item of clothing for the day, but it is expected that this is rectified by the following school day.