



Harborne Academy

Code of Conduct

The community of Harborne Academy will ensure that everyone has the right to work in a safe and pleasant environment. There is an expectation that ALL students will:

- Treat others as you would wish others to treat you – respect adults and young people alike
- Be truthful at all times
- Be polite to all adults and visitors to the Academy and in the community
- Dress smartly in the correct uniform
- Look after the environment in school and in the community.

This means that in the school community, ALL learners will:

A. During Lessons And Formal Learning Time

- Be fully equipped to learn
- Listen and follow instructions provided by adults responsible for their learning
- Focus on the set task
- Work to the best of their ability
- Ask for help when needed.

B. During Assemblies and Pastoral Time

- Enter the hall in silence
- Listen and follow instructions provided by adults responsible for their learning.

C. Whilst in the Dining Room

- Line up sensibly, following the termly rota
- Co-operate and say thank you to staff in the Dining Area
- Eat food quietly and with good table manners
- Clear food/plates away. Keep learning areas tidy.

D. Whilst Outside

- Refrain from bullying, swearing or name calling
- No fighting or threatening violent behaviour
- Include all others who wish to participate
- Avoid rough or dangerous games or activities.

E. During Social Time

- Respect all others and refrain from teasing or name calling
- No bullying, fighting or swearing
- Move around the building and in open spaces in a calm, caring and safe manner
- To refrain from using mobile phones during Academy hours.

ICT code of conduct

ICT use policy for Students:

Using The School's Computers & Internet you agree to the following:

- Don't tell anyone your username or password.
- (Or allow others to access the network using your username).
- Only visit sites which are appropriate to my work at the time.
- Do not use Chat Rooms or Social Networking Sites.
- It is not permitted to bypass any network/Internet security or filtering systems.
- Treat the academy's computers with respect.

Students Must Also Agree To The Following:

- Never get involved in cyberbullying.
- Make sure all the messages; emails that I send are respectful and sensible.
- Show or tell a responsible adult straight away **if:**
- I receive a harmful message or email.
- I get sent anything that makes me feel uncomfortable.
- Always keep my personal details private, and those of any person at Harborne Academy (e.g. Phone Number, address or email address)
- Never to deliberately browse, download, upload, forward or material that could be considered offensive or illegal.

Always check with a responsible adult and my parents before I show photographs of myself.

I will ensure that my online activity, both in school and outside school, will not cause anyone at my school distress or harm.

I understand that all my use of the internet and other technologies can be monitored and logged.

Failure to comply with our acceptable use policy will result in one or more of the following

- A ban, temporary or permanent in the use of the school's Internet and computer facilities.
- Parents being informed after a breach of the policy.
- Appropriate sanctions and action being taken by the Head of Year.
- Any other action which is decided by the Head teacher and governors of Harborne Academy