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English Path Code of Conduct

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What can you expect from the school?

A world in which every person can communicate using a common language removing inequality and creating a level playing field. Courses that stimulate and challenge. Students that learn, excel and grow.

1. Learn: We want you to learn at EP and improve your English language skills to reach your goals. That is why at EP we have excellent teachers who are qualified and experienced to ensure the highest standards in teaching.
2. Excel: We want all our students to excel, and we achieve this by creative, engaging, and challenging classes. Our teachers know how to get the best out of their students. On finishing your course, we will provide you with a certificate that shows the level you have studied at.
3. Grow: Learning a language is a great way to grow as a person and improve your confidence. Living in and learning about other cultures is also a way for people to develop and broaden their horizons. Through our teaching and activities programme we ensure that our students will grow, evolve and benefit from their English Path Experience.
4. A friendly and efficient service from the Student Services Team and Director of Studies on a range of queries, problems, or questions.
5. An initial placement test from the Academic Team to ensure you are placed at the right level.
6. To provide a well-equipped, modern and safe study space to enable you to develop academically and thrive.
7. An interesting and varied activities programme that includes many free activities. The activities and excursions will be linked to your programme of study to maximize your learning.
8. Advice on further studies, including exam preparation, professional certificates and exams, further and higher education.

What do we expect from you?

1. To attend the school's induction presentation on your first day which contains important information about your stay and read the student handbook to make the most of your stay with us.
2. Always speak English whilst you are at school.
3. Be punctual and attend your classes. Teachers may not let you enter if you are more than 15 minutes late.
4. Remember to tell the school if you cannot attend and to keep the school updated about any absences.
5. Please attend all your classes. A minimum of 85% attendance is required. Students will only receive a leaving certificate if their attendance has been 85% or more. (For the Attendance Policy, please visit <https://www.englishpath.com/policies-and-procedures/>) . Students aged 16 or 17 enrolled on an adult course must have 100% attendance.

6. Please do not eat or drink anything in the classroom apart from water.
7. Please do not use your phone during class time unless asked to by your teacher.
8. Keep the Student Services Officer informed of any changes in your personal circumstances such as change of address or contact details. Your wellbeing and safety are very important to us.
9. To respect and adhere to all the school's policies which are available on the website that bullying, or harassment will not be tolerated in person or online.
10. To respect core British values of: Democracy, rule of law, individual liberty, and respect for other people's values and beliefs.
11. Smoking is not permitted anywhere inside the school buildings. You must be over 18 to buy cigarettes in the UK. If you're under 16 the police have the right to confiscate your cigarettes. It's illegal for shops to sell you cigarettes if you are underage. Under 18s caught smoking will undergo disciplinary procedures (please see the Disciplinary Policy for details).

Examples of breaches of Student Code of Conduct

EP regards the following as examples of **Misconduct**:

- continued non-participation in class.
- threats to health and safety, such as misusing fire extinguishers and fire alarms;
- smoking on EP premises
- disruption of, or improper interference with, the academic, administrative, sporting, social or other activities of EP or the duties or activities of any student, visitor or member of staff of EP
- breach of the provisions of any of EP's policies including the Equality and Diversity Policy, Safeguarding Policy and the Anti-Harassment and Anti-Bullying Policy
- failure to disclose personal details to a member of staff of EP or keep details up to date in circumstances in which it is reasonable to request the information or where funding or fees may be affected.
- failure to respect the rights of others to freedom of belief and freedom of speech.
- failing to respond to a reasonable instruction relating to discipline, issued with the authority a senior member of staff at EP.
- persistent use of mobile phones in any way (including videos) in learning areas;
- use of e-cigarettes/vapes

EP regards the following as examples of **Gross Misconduct**:

- any conduct that constitutes a criminal offence
- action likely to cause injury or impair safety on EP premises, including organised transport to and from EP, such as violent, indecent, disorderly, threatening, intimidating or offensive behaviour or language
- possession of or use of weapons
- antisocial behaviour, including: sexual, racial or any other bullying or harassment of any learner or member of staff of EP, or any visitor to EP including making malicious and unfounded accusations against another individual
- fraud, deceit, deception or dishonesty in relation to EP or its staff, students or visitors
- damage, theft, misappropriation or misuse of EP property or its premises, or the property of EP's staff, students or visitors, including computer misuse caused intentionally or recklessly
- drug, alcohol or solvent possession at EP, on EP transport, at accommodation arranged by EP or other school related activities
- attending school or activities under the influence of alcohol or drugs
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- offences in relation to computers, for example hacking or downloading pornography or games or abusive e-mails
- bringing the institution or its partners into disrepute, for example, by being found guilty of committing a criminal offence or damaging property outside EP premises
- for the avoidance of doubt, any breaches of the Student Attendance Policy will be dealt with in accordance with the procedures in the Student Attendance Policy