

## STUDENT CODE OF CONDUCT

### 1. Purpose and scope

At Wac Arts, we believe it's important to create a safe, respectful and inclusive environment for all members of our community. Wac Arts is committed to creating an educational environment for our students and staff which is safe, and where everyone is treated with dignity and respect. All students should strive to achieve their goals and take responsibility for their learning. Wac Arts aims for all students to have a fulfilling and enjoyable time on our programmes. We expect students to be responsible, respectful and engaged; helping to maintain a positive community experience.

This policy applies to all students aged 4 – 30. However, the following provisions apply:

- Where a student is under the age of 18, Wac Arts will always involve the parents, guardians or carers in discussions, actions and consequences relating to any breaches of the code of conduct.
- Wac Arts will treat all students over the age of 18 as adults when applying this code of conduct. Therefore parents, guardians and carers will not be involved in discussions, actions and consequences relating to any breaches of the code of conduct.
- For students who are over the age of 18 and enrolled on our Inclusion programmes, Wac Arts will use enrollment information regarding guardianship to ascertain if parents, guardians and carers should be involved in discussions, actions and consequences relating to any breaches of the code of conduct.

### 2. Our expectations of our students:

- Treat all Wac Arts staff, fellow students and other members of our community with respect;
- Demonstrate a positive attitude and commitment towards the programme;
- Practice and promote equality;
- Behave responsibly and safely at all times;
- Attend classes regularly and on time;
- Dress appropriately for all classes;
- Switch off mobile phones and any other electronic communication devices when in a class;
- Dispose of litter responsibly by using bins provided;
- Take care of Wac Arts equipment, resources, facilities and buildings;
- Sign in and out of the building if travelling independently;
- Remain in the atrium area between classes and move promptly between sessions;
- Not leave the building unaccompanied unless travelling independently.

### 3. Behavior that will not be tolerated

- Language
  - Swearing, offensive or derogatory language;
  - Abusive or threatening e-mails or text/voicemail/phone messages or other written communications;
  - Intimidating, threatening or shouting at members of staff, trustees, parents, guardians, carers or other students;
  - Posting defamatory, offensive or derogatory comments about Wac Arts, its staff or any member of its community, on social media platforms or sending such to the media;
- Behavior
  - Any aggressive behavior towards another student, adult or staff member;\*

- Disruptive and/or disrespectful behavior;
  - Damaging or destroying Wac Arts property and equipment;
  - Disrupting, or threatening to disrupt, Wac Arts' operations (including events, sharings and performances);\*
  - Smoking or drinking alcohol on Wac Arts premises;
  - Possessing or taking drugs (including "legal highs").
- Communication
    - Threatening or inflicting physical harm to another student, member of Wac Arts staff or Board, visitor, guardian, carer or parent, regardless of whether or not the behavior constitutes a criminal offence;\*
    - Recording meetings or telephone calls, without the explicit prior permission of all involved;
    - Making serial, unreasonable or vexatious complaints.

#### **4. Breaching the code of conduct**

If Wac Arts suspects, or becomes aware, a student has or may have breached the code of conduct, Wac Arts will gather information from those involved, speak to the student, parent, guardian or carer where applicable about the incident and seek witness statements as it deems necessary to investigate and resolve the matter.

Depending on the nature of the incident, Wac Arts may then:

- Send a warning letter to the student, parent, guardian or carer;
- Invite the student, parent, guardian or carer into Wac Arts to meet with a senior member of staff, ending a meeting if this behavior is displayed
- Decide not to reply to communications that are offensive, abusive or derogatory;
- Contact the appropriate authorities (in cases of criminal behavior);
- Seek advice from its legal advisers regarding further action (in cases of conduct that may be libelous or slanderous);
- Seek advice from the Local Authority;
- Ban the student from the Wac Arts site;\*\*
- Terminate the service provided to the child/ward of the parent, guardian or carer.

Wac Arts will always respond to an incident in a proportionate way. The final decision on how Wac Arts responds to breaches of this code of conduct rests with the Chief Executive. The Chief Executive will consult the Chair of Trustees before banning a parent from the Wac Arts site or terminating the service provided to the child/ward.

*\*Where a sanction may be being considered because of something arising in consequence of a person's disability , any decisions made will be made in line with Wac Art's obligations under the Equality Act 2010. Wac Arts will always endeavor to work with the student, parent, guardian or carer to resolve the situation amicably and provide additional support if possible.*

*\*\* Where behavior may be exhibited because of a learning or physical disability, Wac Arts will evaluate the risk to the student and other members of the Wac Arts Community and may utilise this option in the event that the risk to that student and/or others is considered in all the circumstances to be too high to allow the student to continue on the programme.*