

Burford School Code of Conduct – PGL Liddington

It is important to appreciate and remember that, when on residential visits, pupils are representing themselves and their school and they are expected to behave in a responsible, respectful and co-operative manner. To avoid any misunderstanding, we are working with families to ensure that both parents and children are clear on the behaviour we expect. Please discuss this code of conduct with your son/daughter so that they fully understand the expectations and implications before signing the agreement.

1. Children will follow the behaviour expected in the **school behaviour policy**¹.
2. Children remain under the jurisdiction of the school during the visit. They must follow the instructions of the residential Group Leader and all Burford and PGL staff **without delay or argument**.
3. Children will **follow all safety protocols** (including wearing the correct clothing for activities). Children should never deliberately put themselves or others at risk.
4. **Respectfulness and politeness** are always expected from all children during the visit. Children will be courteous, respectful and considerate to all adults, peers and other children on site.
5. Children must always **remain with their assigned group**, unless instructed otherwise by a Burford adult, and must not leave the designated site/activity area unless accompanied by an adult/given permission to do so.
6. Children must **remain in their bedrooms** once lights are out, except for visiting the toilet or to contact an adult in the case of need or an emergency. Bearing in mind that all children may have differing sleep routines, silence and sensible behaviour are expected when lights are out.
7. Children remain **responsible for their belongings**. They will not bring phones, cameras, smart watches, jewellery, hairdryers, straighteners, electronic games or other valuables whilst on the visit. Children will not bring food in their luggage. Bringing phones/cameras would present a child safeguarding concern and, if found, will be confiscated, with parents expected to collect from the residential site.
8. Children will **take responsibility for their actions**. They will show respect towards the environment, and to the property and equipment on site. Where a child has intentionally damaged property or equipment, any damage incurred by children will be the financial responsibility of parents. In a severe case of misbehaviour, which compromises the safety or wellbeing of others, parents will be contacted which may result in the child's parents having to collect their child from the residential site.
9. **On the coach**, children will wear seatbelts for the entire journey and will face forwards and remain seated. To ensure our cooperation in allowing the

driver to concentrate while driving, children will comply with adult requests to speak quietly and not to use raised voices or singing. For the safety of the children, if asked to move on the coach to allow for an even distribution of adults in positions next to emergency exits, children will move respectfully.

10. Any child who **breaches the code of conduct** not only risks their own place on school visits but could also compromise our capacity to offer similar future visits for the school.

¹ Burford Behaviour Policy:

<https://primarysite-prod-sorted.s3.amazonaws.com/burford-school-marlow/UploadedDocument/c5ec4405-776e-49d3-85f7-8c118587e408/behaviour-policy-2023.pdf>

I have read and understood the Code of Conduct for school visits.

I acknowledge the need for sensible behaviour on school visits and agree to abide by the rules and the school policies. I will follow the instructions of the residential Group Leader and all Burford and PGL staff the first time and without delay or argument.

I understand that breaching this code risks my chances of completing the visit.

Signed:.....(Child) Print name:.....

Date:.....

Signed:.....(Parent/Guardian) Print name:.....

Date:.....