Pupil Code of Conduct

Albright Education Centre

Sandwell Home and Hospital Tuition Service

Signed by Chair of Governors:	
Date ratified by Governing Body:	02.04.2025
Date of Review:	02.04.2028

Code of Conduct – Pupils

Objective

This Code of Conduct is designed to give clear guidance on the standards of behaviour all pupils are expected to observe. As a member of Albright Education Centre, all pupils have an individual responsibility to contribute towards creating a safe, happy and successful community in our setting. This includes being respectful to each other, school property, Albright staff, as well as respecting themselves.

E-Safety

Phones are permitted to and from school. However, if a pupil chooses to bring their phone to school they will need to hand them in to reception on the way in, where they can be locked away safely during the school day, before being handed back when pupils sign out. This is because during school hours, when children are in our care, we cannot guarantee the safeguarding of what pupils' access on the phones. It also ensures no photos or videos can be taken of pupils or staff. **The use of phones in school is strictly prohibited and pupils could face the potential consequence of having their phone confiscated if they bring them in to school, until a parent collects it.**

Internet use should be appropriate at all times and in keeping with the E-Policy that all pupils sign.

Social Media can be an excellent tool for keeping in touch with friends and family. However, pupils should be mindful of their E-Safety lessons and ensure that they do not add or accept friend requests from people they do not know. They should not share inappropriate images or videos, including of other people they do not have permission from. **Bullying on social media will not be tolerated at all.**

Ear-phones, if connected to mobile phones, are obviously not allowed as phones are not permitted. If they are connected to an alternative musical device then this is allowed at recreational times only.

Uniform

Albright Education Centre is a uniform school. Although more relaxed than many mainstream settings, there is an expectation that all pupils will adhere to it. The reason we have uniform is to ensure we do not deviate too far from mainstream expectations as the intention is for all pupils to re-engage with mainstream at an appropriate time. School is a place for learning and the uniform reflects this.

Please see the picture showing uniform expectations.

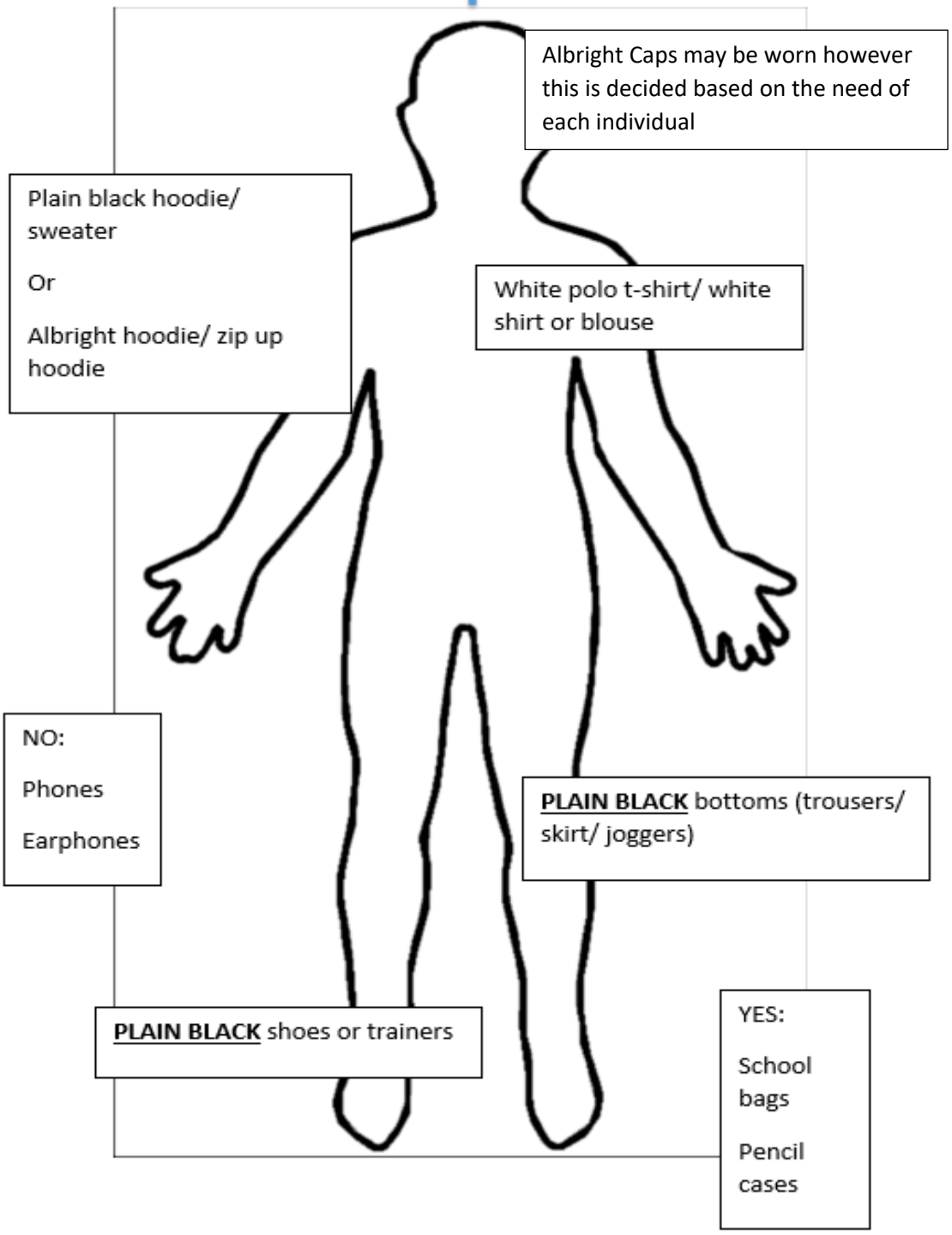
Facial piercings and tattoos are not allowed.

Uniform can be purchased from any retailer of your choice (Albright hoodies, if required, from the school office).

Albright Education Centre also holds a stack of second hand hoodies.

School is open from 8.50am till 3.20pm Monday to Friday, for 32.5 hours per week.

Uniform Expectations



Punctuality

Most pupils arrive via school transport. For any pupil making their way here independently, they should ensure they arrive punctually and if they are consistently late they may be asked to make up this time in their own time outside of school hours or during recreational time.