

STUDENT CODE OF CONDUCT

Please note that you will be expected to understand and abide by this code of conduct whilst you are on placement.

The Student Associates' code of conduct is designed: (a) to ensure that you behave appropriately on placement; and (b) to protect you, young people and the school in which you are working. Adherence to this code of conduct will help to make your time on school placement as effective and pleasant as possible.

An over-riding principle is that as a Student Associate you must work within the placement school's policies and practices with respect to Child Protection, Equal Opportunities and Diversity, and, Health and Safety.

In the code below the phrase 'young people' is used to refer to the children, pupils or students in your placement school.

Professional

Core Goal 1 for the scheme is that Student Associates are to learn how to behave professionally in a school setting, and to demonstrate and promote in young people positive values, attitudes and behaviour. This means:

- You comply with this code of practice.
- You familiarise yourself with school policies and procedures and act in ways consistent with these.
- You should always be positive wherever possible and ensure that good behaviour and achievements in learning by young people are brought to their teacher's attention.
- You should communicate enthusiasm for learning in general and for your subject in particular.
- You should be punctual, reliable, well organised, proactive, conscientious, thoughtful and helpful.
- You should be polite, cooperative and sensitive in your interactions with any members of the school workforce, showing awareness of the many calls upon their time.
- You should at all times accept the authority of senior members of staff within the school and be willing to seek and accept advice from your mentor or other members of staff with whom you work.
- You should show initiative and be willing to take responsibility, within the constraints of your position as a Student Associate.
- You should comply with the school's expectations regarding appropriate dress and appearance for teachers.
- You should not record or pass on in any way negative comments about the professional practice of any members of the school workforce, other than reporting suspicions of child abuse (see below).

Child Protection

You have a responsibility to ensure that young people are treated with respect and are free from abuse. This means:

- You must work in a place which is accessible to others and in which you can be observed working with the young people.
- You do not agree to supervise or work with young people on your own without a responsible member of the school workforce present.
- You must never take or arrange to meet young people outside school premises without a responsible member of the school workforce present.
- You must not make reference to any young person that may be heard by people outside of the school.
- You must never make any unnecessary physical contact with young people.
- You must report any suspicions that a young person is being abused to the school's named person; this is the Head Teacher unless you have been informed otherwise.

Equal Opportunities and Diversity

All young people must be treated appropriately with regards to gender, ethnic origin, religion or disability. This means:

- Providing for all young people, regardless of gender, race, ethnicity, religion, or disability.
- Being mindful of the difficulties that some groups can face and ensuring that any obstacles to them are removed.
- Being aware of personal prejudices and stereotypical views and avoiding labels related to these.
- Valuing each young person's worth.

Health and Safety

You have a duty to safeguard your own health and safety, that of the young people with whom you work, and that of anyone else with whom you may come into contact during your working day. This means:

- You should make sure that you are familiar with the Health and Safety Policy and practices of the school in which you work; you should know where the first aid box is kept, who is in charge of first aid arrangements and the emergency evacuation procedures.
- You should also make sure that the place where you work and the equipment you use is safe for you and for the young people.
- If, while you are on the school premises you or a young person you are working with has an accident, no matter how small, you must ensure that a report is made to the person responsible for recording accidents at the school.

Declaration

To the best of my knowledge I know of no reason that would make me unsuitable to work with young people, I have no impending or actual police cautions or criminal convictions and furthermore I understand that it would be a criminal offence for me to seek work with young people if I am banned or unsuitable. I agree to abide by this code of conduct.

Signed:	
Name (print):	
Date	

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School Placements – Understanding and Obligations

Whilst every effort is made to secure suitable locations for placements, you are expected to be willing to undertake a reasonable commute, if necessary. Please appreciate that this is a standard expectation of all students undertaking any kind of teaching placement at most institutions and you are reminded that these particular placements are only for 15 days.

The situations that are exempt from this rule are as follows:

- Where you disclose a disability or condition that would prevent you from being able to undertake significant travel
- Or if you have child care or caring commitments at home

If this is the case it is essential that you communicate this to Catriona as soon as you start the course.

If your personal circumstances change it is also your responsibility to inform us at the earliest convenient time.

No additional funds can be claimed for travel as after successful completion of this course you will receive a bursary.

Home area placements can be organised if requested.

Declaration

I have understood this expectation of me.

Signed:	
Name (print):	
Date	