

The Castle Partnership Trust

Residential Visit Code of Conduct

The Duke of Edinburgh’s Award Expeditions should be educational and enjoyable trips. To help keep the memories happy ones, please take time to read the following. If there is anything you are unsure about, please ask a member of staff.

# General Behaviour

* Help to promote the good name of The Castle Partnership Trust – remember we are guests.
* Head counts will be frequent. Please co-operate and be patient.
* When allocated to a member of The Castle Partnership Trust please report to them punctually and follow their every instruction.
* Always **be early** for all meetings/meals/deadlines.
* Enrichment activities/fieldwork is demanding, you will be required to eat at every meal.

**SERIOUS BEHAVIOUR ISSUES**

* The standards of behaviour are the same as when attending the school and any behavioural issues will be dealt with in accordance to the school’s Behaviour Policy (see school website).
* **Do not buy, use/consume or be in possession of alcohol/cigarettes/drugs.** This is one of the most serious breaches of the rules and it will be dealt with using **Level 4.**
* **Do not buy or have any contact with knives\*, fireworks, ball-bearing guns or laser pens.** \* penknives are permitted on expeditions, however, we do not allow penknives over 3" or with blades which lock in place.  Penknives should always be stored in rucksacks rather than on the person where it could be considered a weapon by the police.  Any participant contravening this rule may be excluded from the remainder of the D of E training or expedition.
* This is one of the most serious breaches of the rules and it will be dealt with using **Level 4.**
* Name calling to more serious **bullying** of others students.
* **Any breaches of Health and Safety,** putting themselves or others at risk.

# **Minibus/Coach Travel**

* Know where the emergency exits are on the minibus.
* Stay seated and wear seat belts at all times when the vehicle is moving.
* Respect the decision of others to sleep on the minibuse.g. No photos which requires the flash to be used on the minibus*.*
* Keep the minibus clean and tidy. Use the rubbish sacks provided, don’t eat chewing gum.
* Take special care crossing the road
* Know where staff are based at all times.

# **Clothing/Possessions**

* Always take care of your belongings – YOU are responsible for them.
* Respect the property of others.
* Remember to wear sensible clothes and shoes appropriate to the activities.

# **Accommodation**

* Keep your tent clean and tidy – there will be regular inspections. **LEVEL 1**
* Respect the lights out time and noise curfew – remember there could be other groups sharing the campsite. **LEVEL 1-2 on the first occasion**.
* **Boys are not allowed in girls’ tents and vice versa. LEVEL 3 or 4**
* Know which tents are occupied by staff.
* Be ready for a fire drill – report to your designated member of staff.

We are asking for your support by signing the following agreement:

**I am familiar with the school’s code of conduct as outlined in the school’s Behaviour Policy, should school rules be breached, the following procedure will be implemented by The Castle Partnership Trust staff.**

**Level 1: These are MINOR incidents and** the student(s) will be reprimanded and warned.

**Level 2: These are REPEATED MINOR incidents** and the student(s) reprimanded will be warned and privileges removed for a set period.

**Level 3: These are SERIOUS incidents and** the student(s) will be reprimanded, parents contacted and students’ future involvement in school activities will be questioned.

**Level 4: This is a MAJOR incident or REPEATED SERIOUS incidents;** thestudent(s) will need to be collected from the camp site by a parent/responsible adult immediately. **Parents are required to cover any resulting expense**.

**Student Name: ……………………………………….. Tutor Group: …………..**

**Signed Parent: …………………………………… Date: …………...............**

**Signed Student: …………………………………. Date: …………...............**

Qualifying expedition

Saturday 26 - Sunday 27 June 2021

Mr B Slade