

STUDENT RELATED POLICY

STUDENT CODE OF CONDUCT

This policy is annually reviewed to ensure compliance with current regulations.

Approved/reviewed by

Approved by: **Executive Leadership Team**

Reviewed by: **Assistant Principal:
SEND & Inclusion, Head of
Safeguarding & Wellbeing**

Date of next review

**September
2027**

This policy and procedure is subject to The Equality Act 2010 which recognises the following Protected Characteristics: Age, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion and Belief, Sex, Sexual orientation and Disability

1. Document Control

1.1. Document Details

Title	Student Code of Conduct
Author	Adam Wardell / Sharon Posey / Matt Dudhill
Version	3.4
Date	September 2026
Status	Published

1.2. Revision History

Version	Date	Author	Comments
1.0	September 2023	Abid Hussain / Sharon Posey	Definitive Release
2.0	March 2024	Abid Hussain / Sharon Posey	Definitive Release
3.0	August 2024	Abid Hussain / Sharon Posey	Amendment to 2.5, 2.11
3.1	June 2025	Sharon Posey	Amendment to 2.6
3.2	August 2025	Sharon Posey	Bullet point added to 2.7 re: vape charging
3.3	October 2025	Abid Hussain	Mentions of VITAL replaced with Pro Monitor
3.4	May 2026	Adam Wardell / Matt Dudhill	Amendment to Point 2.7, Point 2.8 added. Job title changes and supporting document titles changed throughout.
3.5	September 2026	Adam Wardell	Multiple Amends to section 2 (Code of Conduct, Gross Misconduct and Red Lines), 2.1, 2.2, 2.3. Section 3 (Policy Statements) 3.3, 3.4, 3.12, 3.13. Amends ensure this policy aligns with our recently updated Student Behaviour, Conduct, and Disciplinary Policy

1.3. Distribution

Name	Email	Organisation
All Staff	Uploaded to SharePoint	Boston College

1. POLICY AIMS

- 1.1 Boston College aims to create an environment which fosters good relationships and encourages effective learning.

This policy is in conjunction with the following college policies.

- Bullying and Harassment Policy
- Student Behaviour, Conduct, and Disciplinary Policy
- Safeguarding Students Policy

2. CODE OF CONDUCT, GROSS MISCONDUCT, AND RED LINES

2.1 CODE OF CONDUCT

Boston College is committed to providing a safe, inclusive and professional environment in which everyone can learn, work and succeed. As a member of the college community, every student is expected to take responsibility for their conduct and meet the following standards

All students are expected:

- To always wear their college ID badge and lanyard visibly while on college premise and present it when requested by a member of staff.
- To attend all timetabled classes, examinations, placements, and college activities punctually and notify the college promptly of any absence.
- Where they are an apprentice, to notify their employer if they are unable to attend college or another required element of their apprenticeship.
- To engage positively with their programme, complete coursework and homework, meet assessment deadline, and submit work to the required standard.
- To comply with course requirements relating to personal protective equipment and other standards of professional dress.
- To follow reasonable instructions from college staff and comply with college policies and procedures.
- To behave considerately and respectfully towards students, staff, visitors, and all member of the college community.
- To refrain from bullying, harassment, discrimination, intimidation, threatening behaviour, offensive language, and verbal or physical abuse.
- To behave in a way that does not endanger themselves or others and to follow all health and safety instructions and requirements.
- To behave appropriately in all college environments and when attending work placements, apprenticeships, trips, visits, residential activities and travelling on college or public transport.
- Not to eat in learning environments and to consume only water unless otherwise authorised or agreed as a reasonable adjustment.
- To help maintain a clean and orderly environment by not littering, spitting, creating excessive noise or behaving in a way that disrupts learning or work.
- To respect college buildings, facilities, equipment, and the property of students, staff and visitors.

- To use college computers, networks, electronic equipment, social media, and online platforms responsibly and in accordance with college requirements.
- Not to possess, use or supply illegal drugs or alcohol on college premises or activities, or attend College while under their influence.
- To uphold the fundamental British values of democracy, the rule of law, individual liberty, mutual respect, and tolerance of different faiths and beliefs.

2.2 GROSS MISCONDUCT

A significant breach of the code of conduct may be considered gross misconduct. Where an allegation indicates a significant risk of gross misconduct, the college may impose a neutral suspension or other temporary restrictions while an investigation is completed. Refer to the Student Behaviour, Conduct, and Disciplinary Policy for further detail.

Examples include:

- Violence, assault, abuse, bullying or harassment towards students, staff, visitors, or members of the college community, including sexual, racial, or online abuse.
- Deliberate or serious damage to college property or resources.
- Theft.
- Criminal activity affecting the college, students, staff, or visitors.
- Substance misuse-related offences.
- Promoting radical or extremist views.
- Serious or deliberate misuse of the college's computer network or electronic equipment.
- Seriously disruptive behaviour.
- Reckless or dangerous driving on college premises or while undertaking college-related activities.
- Activities that bring, or could bring, the college into disrepute.
- Refusal to show college ID to a member of staff when requested or allowing others to use your badge.

2.3 RED-LINE CONDUCT

Red-line conduct is behaviour that may create serious harm or risk. A neutral suspension will be implemented in this event. Any allegation will be fully investigated, and if substantiated, will result in permanent exclusion.

Red-line category	Examples
Violence and weapons	Serious violence, credible threats, possession or use of a weapon or item intended to cause harm.
Sexual misconduct	Sexual assault, sexual violence, serious sexual harassment, coercion, image-based abuse, or other sexual harm.
Drugs	Supply, possession, or use of illegal drugs, serious alcohol-related misconduct, intoxication.
Hate, harassment, and bullying	Serious or sustained discriminatory abuse, hate incidence, racism, serious bullying, harassment, intimidation or targeted online abuse.
Safety, property, and criminality	Deliberate acts endangering others, arson, serious theft, deliberate or severe damage, serious criminal conduct affecting the college.

Digital, recording, and AI misuse	Serious cyber abuse or data breach, non-consensual creation or sharing of harmful, sexualised, or deceptive recordings, images, deepfakes, audio, or AI-generated content.
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3. **POLICY STATEMENTS**

- 3.1 Appropriate behaviour is a key attribute of employability and progression and will be encouraged and developed through the College's values:

BRAVERY
RESPECT
INSPIRATION
GROWTH
HOPE
TRUTH
ENERGY
NUTURE

- 3.2 Students will be encouraged to take responsibility for their own behaviour in and out of class and be mindful that they represent the College off site and that their behaviour reflects on the College.

- 3.3 The College has high standards and values to create a culture of safeguarding throughout the organisation, and will not tolerate sexism, racism, misogyny/misandry, homophobia, biphobia, sexual violence/harassment, derogatory behaviour or other forms of physical violence and conflict.

- 3.4 Students are expected to take part in college community events and activities.

- 3.5 College behaviours we expect, to achieve our vision "Brilliant Today, Better Tomorrow" align with our values:

- **Be BRAVE and open to new experiences and challenges**
- **Be RESPECTFUL and kind to others and yourself**
- **Be INSPIRED to be the best version of you**
- **GROW yourself to continually improve and progress**
- **Be HOPEFUL and positive**
- **Be TRUTHFUL, honest and have integrity**
- **Be ENERGETIC and enthusiastic to learn**
- **Be NURTURING and supportive of yourself and others**

- 3.6 Students have the freedom to choose their attire. Casual dress is acceptable if it is respectable and sensible. Avoid clothing with inappropriate or offensive language or imagery and ensure that your appearance is neat and tidy.

We also follow an industry standard dress code which you must abide by for health and safety, and personal protection reasons. These specific dress codes are for those studying courses such as construction, hair and beauty, catering and engineering, and will be shared with you during enrolment.

- 3.7 Behaviours that have no place in our college community that we will always challenge (this list is not exhaustive):

- People without visible ID
 - Allowing others to use your ID badge
 - Physical violence
 - Bringing weapons (real or imitation), drugs, alcohol onto the site
 - To be under the influence of drugs, alcohol, other substances
 - Unauthorised recording and photographing of sessions, other students or staff
 - Generating/creating inappropriate or harmful content of staff or students
 - Bullying, cyberbullying, and harassment, including sexual harassment
 - Disrespect for other people
 - Swearing and use of offensive language
 - Disrespect for our campuses and learning environments
 - Smoking or vaping in non-smoking areas
 - Charging vapes in college is strictly prohibited
 - Unsafe behaviour in the College car parks
 - Any behaviour that brings the College into disrepute, including online activity
- 3.8 You are expected to be responsible for your safety, and others safety in college, and with regards to the safe use of our car parks. All vehicles must be driven to minimum expected standards, respecting the 10mph limit. Students using mopeds and motorcycles must complete Compulsory Basic Training (CBT).
- 3.9 All students will be made aware of what constitutes acceptable behaviour through induction and tutorials. This applies to full time and part-time students, apprentices and HE students.
- 3.10 The College will promote good behaviour through praise, acknowledgement and effective teaching and learning strategies. These will be logged on Pro Monitor for students and tutors reference. The College will organise staff development and training on positive behavioural management.
- 3.11 Negative student behaviour will additionally be supported through the work of the tutors, Success Coaches and Safeguarding and Wellbeing Officers where appropriate, with specific targets set on Pro Monitor to improve behaviour.
- 3.12 Where behaviour remains poor and sanctions are to be used; the Student Behaviour, Conduct, and Disciplinary Policy will be followed.
- 3.13 Intentional malicious or vexatious allegations against staff will be investigated thoroughly and where appropriate, sanctions may be put in place using the Student Behaviour, Conduct, and Disciplinary Policy.
- 3.14 Boston College is committed to creating an environment that is welcoming and inclusive and where everyone is treated fairly and with dignity and respect. The College is a place where everyone will have the opportunity to fulfil their potential regardless of age, disability, gender reassignment and being a transsexual person, pregnancy or maternity, being married or in a civil

partnership, race, religion or belief, sex, sexual orientation and socioeconomic status.

3. RESPONSIBILITY FOR THE STUDENT CODE OF CONDUCT POLICY

- 3.1 The Assistant Principal: SEND and Inclusion and Head of Safeguarding and Wellbeing is responsible for the development and implementation of this policy.

4. MONITORING

- 4.1 The Assistant Principal: SEND and Inclusion and Head of Safeguarding and Wellbeing will monitor all sections of this policy. Regular reports and recommendations on all aspects of the policy will be provided to the Executive Leadership Team, and Governing Body as appropriate. This Policy will be reviewed on an annual basis.