

# Code of Conduct

Students of Central Sussex College are expected to follow the College's Code of Conduct under the headings below:

## Attendance and Punctuality

Students will be expected to:

- Attend all lessons and tutorials
- Be punctual
- Arrange holidays out of term time
- Arrange other appointments out of College time
- Ensure paid work doesn't clash with College

## Learning

Students will be expected to:

- Create all work to the best of their ability
- Participate fully in lessons
- Hand work in on time
- Apply themselves to study in College/at home
- Submit only work that is genuinely their own
- Come appropriately prepared, equipped and dressed for classes
- Co-operate with all staff and fellow students

## Behaviour

Students will be expected to:

- Carry their student ID at all times in College
- Use acceptable, inoffensive language
- Use only the designated area for smoking
- Follow College guidelines on computer usage
- Refrain from all aggressive or violent behaviour
- Never carry an offensive weapon
- Turn off mobile phones and MP3 players in classes, Libraries or Learning Centres
- Not consume food or drink in lessons

## Consideration for Others

Students will be expected to:

- Treat ALL staff and students with respect
- Not disrupt the learning of others
- Help maintain a civilised, clean and orderly College
- Look after the College facilities and not drop litter
- Be considerate of College neighbours and the public

## Contribution to Society

Students will be expected to:

- Contribute positively to the wider community, outside College
- Represent the College positively during activities off campus
- Never bring the College into disrepute
- Comply with Health and Safety and security rules
- Adhere to the College Drugs Policy
- Comply with the College Parking Policy



CENTRAL SUSSEX COLLEGE

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