



King Edward's

W I T L E Y

Code of Conduct for Residential Educational Visits in the UK and abroad

This code of conduct applies to all pupils taking part in educational visits organised by King Edward's School. Taking part in a trip implies acceptance by both parents and pupil of the code of conduct as a basic condition of the contract for the visit.

Normal school rules apply for the duration of the visit except as amended below. These will be interpreted sensibly in the light of the particular activity and local conditions. Behaviour must always reflect the high standards demanded by King Edward's School.

The party leader will issue specific guidelines on clothing and the standard of dress required for a particular visit.

When staying in shared accommodation, including hotels and hostels, pupils must show consideration for other guests and must observe the rules laid down by their host.

The party leader must be aware of the pupils' whereabouts at all times. Pupils may leave the school party unsupervised when a member of staff has given them permission to do so. Pupils must not leave the party on their own but in groups, the size of which will be determined by the party leader.

Pupils must ensure that they are aware of how to contact a member of staff if necessary, the time when they must be back, and the meeting point. They must make it clear where they are going and when they will return.

The laws, rules and traditions of the country in which the visit is taking place must be respected at all times.

Parents are required to accept responsibility for any damage or costs incurred by their children due to their conduct and actions, whether intentional or not. Any claims made by a third party against a pupil, or the School as a result of the action of the pupil, must be met by the pupil's parents in the event that they are not covered by insurance.

A serious breach of the code of conduct or of the normal rules of acceptable behaviour may result in the pupil being repatriated or returned home at the expense of the parents. The decision to repatriate or send home a pupil is at the discretion of the party leader, who will discuss the decision with the Head or Deputy Head before taking action. There is no appeal against this decision.

Declaration

I undertake, by my good conduct and sense of responsibility at all times, to be a worthy representative of King Edward's School. I have read the rules that apply to this visit and agree to abide by them.

I understand that I must ask for permission from a member of staff if I want to spend any time unsupervised away from the main party.

I accept that the party leader's judgement is final in matters relating to discipline and behaviour on the trip.

Signed (Parent)

Name.....

Signed (Pupil)

Name

Date

School trip to which this applies