All students are expected to adhere to the following:

- Demonstrate the standards of behaviour expected of Rickmansworth students, as outlined in the Rewards and Consequences Policy.
- Carry the emergency contact card at times.
- Obey all instructions or requests quickly and without question.
- Listen carefully to all instructions given, e.g. meeting points and times. Take notes where necessary.
- Be punctual at all times.
- Never leave the centre/hotel/your group without permission from staff.
- Remain with your group/buddies (groups of 3) at all times when you are allocated remote supervision.
- Treat everyone you meet during the visit with courtesy and consideration, especially in busy or crowded situations.
- Respect different cultures and traditions.
- Take every opportunity to practise your communication skills (listening, speaking, reading and writing).
- Keep your belongings safe and bedrooms tidy at all times.
- Wear seatbelts at all times on any coach and keep the coach clean and tidy.
- Do not bring or buy chewing gum.
- Go to bed and try to sleep at the agreed times. With a busy schedule it is essential that everyone, including staff, get their rest.
- Smoking and the drinking of alcohol are not allowed at any time – see separate agreement.
- Adhere to the rules and guidelines outlined by the accommodation and activity providers.
- USE COMMON SENSE AND LOOK OUT FOR EACH OTHER AT ALL TIMES.

**Trip Specific expectations:**

- **See separate Code of Conduct from Cranedale Centre**

I …………………………………………………………………………………………………………………………. (student name) agree to follow this code of conduct for the duration of this trip and accept that breaching the agreement could result in appropriate sanctions, including being sent home and jeopardise my participation in future trips and visits.

Signed ……………………………………………………………………………………………………. (student signature)

Signed ……………………………………………………………………………………………………. (parent signature)
The consumption or purchase of alcohol is strictly prohibited on all school trips for students. This includes students aged 18. Consuming alcohol places yourself, your peers and your staff in a vulnerable position. As such any student who is caught consuming or is proved to have consumed alcohol will be subject to the following consequences.

- Where travel arrangements can be made the student will be sent home at the parents’ expense. Where appropriate and safe the student will travel unaccompanied.
- Where travel arrangements cannot be made the following sanctions will be implemented;
  - removed from all remaining activities
  - no free time
  - isolated to bedroom and hotel at all times
- Banned from all future school trips and visits. This includes one day, residential trips and any School Proms.
- Fixed term exclusion on return to school.

Staff will follow the school’s procedures and their professional judgement to establish if a student has purchased alcohol. Students who are believed to have consumed alcohol will be asked to take a breathalyser test, refusal to take the breathalyser test will result in student being assumed to have consumed alcohol.

I .................................................................................................................. (student name) agree to follow the alcohol code of conduct for the duration of this trip and accept that breaching the agreement will result in the sanctions listed.

Signed .......................................................... (student signature)

Signed .................................................................................................. (parents’ signature)