



STUDENT CONDUCT IN THE CLASSROOM

1. Every student has the right to attend class and complete their course and to be respected by other students. In line with Park orchards Learning Centre's policies there is to be no harassment or offensive behaviour towards another student.
2. If unable to attend a class students are expected to advise the Centre of this in time to let the tutor know. Students are expected to be on time for their classes.
3. Classrooms must be left clean and tidy at the completion of class. All rubbish to be placed in bins and kitchen left clean and tidy.
4. Mobile phones are to be turned off during class time as a courtesy to other students and the tutor.
In the case of an emergency, eg. sick child at home students are to advise the tutor and their mobile can be left on silent. Calls are to be taken outside the classroom.
5. Under no circumstances will children be allowed in to be in the classroom while class is in progress.
6. NO smoking in the building or garden area. Smokers must smoke outside the building boundaries.
7. All students must respect the property of the Learning Centre as well as other students and the tutor.
8. Some issues may be discussed in the classroom which may be confidential; these issues must be respected as per the Privacy Policy of the centre.
9. All students have the right to be heard and to hear what the tutor is saying at all times and this must be respected.
10. A breach of the above could result in students being asked to leave the course, as per the Disciplinary Policy of Park Orchards Learning Centre Inc.

Document History

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