

Walmer Road School, 223 Walmer Road London W11 4EY
Student and Staff Standards Policy

Introduction

This document explains the standards required to be followed by all students attending Walmer Road School. At the Walmer Road School we aim to provide a safe and purposeful space to study in. The environment is to be used by students and staff and although this is primarily a student document, the positive principles apply equally to staff and students.

Attendance and Timekeeping

Students are required to maintain a high standard of attendance and timekeeping. Unless otherwise indicated, students must attend 5 days per week between the hours of 9.50 am and 4.00pm. Students should attend each lesson at the appointed time (as indicated in the timetable) so as not to miss essential instructions provided at the start of each lesson.

Absence

Absence may be broken into 2 categories:

Authorised absence: A teacher has been notified by 9.50am for each day of absence (unless otherwise directed) by a parent/carer that the student will be absent from school. Examples: sickness, medical appointments etc. These will be monitored.

Unauthorised absence: Where a student is absent and without notification to the school by a parent/carer. Examples: truancy. This also applies to a parent/carer removing a student from school during term time for none of the reasons expressed in Authorised absence. Example: for the purposes of a family holiday. These will be monitored.

Student Dress, Behaviour and Participation

The Walmer Road School staff expects all **students** to:

- Dress in a manner that is modest and appropriate to a school environment. Clothes should be neat and clean
- Communicate with peers and staff in a considerate, respectful and honest manner
- Undertake set tasks and ask for clarification or guidance when needed
- Follow the anti-bullying, Health and Safety, Equal Opportunities of the School

Staff Dress, Behaviour and Participation

The Walmer Road school **staff** is expected to:

- Dress in a manner that is modest and appropriate to a school environment. Clothes should be neat and clean
- Communicate with colleagues and students in a considerate, respectful and honest manner
- Ensure the highest standards of professional competence and preparation.
- Be mindful that teachers should be positive role models to both students and colleagues

Reviewed September 2008

