

Learner Code of Conduct



Eat That Frog Group is committed to helping you achieve your goals, and our staff will do everything they can to support you to be successful.

We want to work in partnership with you and so we ask for:

- ✓ a minimum attendance of 90%
- ✓ 100% commitment to your studies
- ✓ consistent considerate behaviour to other learners and members of staff.

By enrolling at Eat that Frog Group, you agree to accept the regulations concerning behaviour as outlined within this code of conduct. We expect you to:

Be Respectful

- ✓ Treat everyone with respect and tolerance regardless of any difference in culture, ability, race, religion, gender, age, or sexual orientation - and for you to refuse to take part in bullying or jokes that degrade or upset others.
- ✓ Follow the rules set by your tutors and be compliant and responsive to requests by staff.
- ✓ Follow all relevant learner policies.

Be Ready to Learn

- ✓ Ensure you complete all exams and assessments which you are entered for.
- ✓ Be on time for all your learning sessions.
- ✓ Inform your tutor if you are unable to attend or are going to be delayed.
- ✓ Take responsibility for your learning programme and complete all work to the best of your ability.
- ✓ Switch off mobile phones and devices and deactivate alarms etc. whilst you are in learning or taking exams or assessments.

Be Safe

- ✓ Sign in and out every time you enter an ETF centre.
- ✓ Always carry your ID card whilst in ETF centre.
- ✓ Take reasonable care for the health and safety of yourself and others, and respect ETF centres, equipment, and other people's property.
- ✓ Keep to the ETF zero tolerance policy of being in possession of/under the influence of weapons, alcohol, drugs, and legal highs.
- ✓ Adhere to the ETF zero tolerance policy towards any extremist behaviour or act and the radicalisation of others.
- ✓ Be responsible for your behaviour when using the internet, including social media platforms, games and apps. This includes the resources you access and the language you use.
- Do not deliberately browse, download or upload material that could be considered offensive or illegal.
- If you accidentally come across any such material, report it immediately to a member of staff.
- Do not send anyone material that could be considered threatening, bullying, offensive or illegal.
- Do not give out any personal information online, such as your name, phone number or address. Do not reveal your passwords to anyone.
- Do not arrange a face-to-face meeting with someone you meet online unless you have discussed this with parents and/or your tutor and am accompanied by a trusted adult.
- If you are concerned or upset about anything you see on the internet or any messages that you receive, you can talk to any member of staff.