

## 8.7 Student Behaviour Policy

The purpose of this policy is to cover the positive behaviour (**Student Code of Conduct**) that BOSSS UK expects from its students and to provide guidance in key areas of their expectations.

This policy is for students, parents, agents, staff and homestays.

Students will also be provided with a copy of the BOSSS UK Student Handbook. This will include detail on expected behaviour, customs and the expected behaviour whilst staying with the homestay, ensuring the student understands the content and pays particular attention to the section relating to safeguarding and child protection.

Any concerns about behaviour of a student should be reported to the DSL or their deputy.

### Designated Safeguarding Lead (DSL) and Prevent Lead full contact details

#### Designated Safeguarding Lead (DSL) contact details:

Name: Tina Wong

Email: [boss.guardian@outlook.com](mailto:boss.guardian@outlook.com)

Contact number (24 hour emergency): +44 (0)777 6206352

#### Deputy Designated Safeguarding Lead (DSL) contact details:

Name: Lisa Pei Ling Wong

Email: [boss.guardian@outlook.com](mailto:boss.guardian@outlook.com)

Contact number (24 hour emergency): +44 (0)7766 824005

### 1. Behaviour and conduct when staying with a homestay

Understand that as the homestay guest, it is the student's responsibility to adapt. BOSSS UK expect the following behaviour and conduct from its students:

- 1.1. Be polite, respectful and courteous to your homestay family at all times
- 1.2. Abide by the meal times and other routines of the homestay
- 1.3. Respect the homestay's preference of television and music tastes
- 1.4. Treat any family pets appropriately
- 1.5. Receive visitors with respect and discretion
- 1.6. Students should wash their own clothes (if arrangements have not been made for the family to do the laundry) and take showers according to family schedule.
- 1.7. Be willing to interact with their host family, both in the home and in family and/or community events, while understanding that there are many aspects of the intimate and personal lives of the family in which the student should not expect to share
- 1.8. Respect the homestays dietary choices
- 1.9. Take pride in their appearance and personal hygiene
- 1.10. Respect all property belonging to school, home stay family and fellow students
- 1.11. Do not take or damage property, which does not belong to you.

- 1.12. Keep their own living space clean and tidy
- 1.13. Advise your homestay family if you are planning to be late or absent for a meal
- 1.14. If travelling to a different town or area, to advise your home stay and BOSSS UK of your method of travelling, with whom you are travelling with, time of departure and estimated time of return.
- 1.15. Adhere to the homestay rules and requests regarding the use of shower at night, use of telephone, use of Internet and bedtime curfews
- 1.16. To show tolerance and respect towards people of all religions and be alert to any attempts at indoctrination or radicalisation. If aware of such incidences to report to the BOSSS UK Designated Safeguarding Lead or their deputy.
- 1.17. Generally you should adhere to school rules when in your home stay family.

## **2. Guidelines concerning any sanctions and how these are recorded**

- 2.1. Students breaching any of BOSSS UK's policies will be subject to disciplinary action this will involve
  - 2.1.1. The date of the breach and its description will be recorded in the BOSSS UK's policy breach log
  - 2.1.2. The students parents, homestay, school and law enforcement will be notified appropriately
  - 2.1.3. If a sanction is appropriate this will be discussed and agreed between the parents, homestay, school and law enforcement
  - 2.1.4. If any sanction is appropriately imposed such as 'grounding' the penalty will be recorded in the policy breach log
  - 2.1.5. If monitoring of the student and sanction is appropriate this will also be documented in the breach log
  - 2.1.6. Typical sanctions include:
    - 2.1.6.1. Verbal reprimand
    - 2.1.6.2. Boarding detention
    - 2.1.6.3. Early bedtime
    - 2.1.6.4. Community service
    - 2.1.6.5. Withdrawal of privilege
    - 2.1.6.6. Isolation from peers
    - 2.1.6.7. Suspension
    - 2.1.6.8. Permanent exclusion

## **3. Curfew arrangements**

- 3.1. Students under the age of 18 will be given curfew times depending on their age and must be adhered to.
- 3.2. If the student under the age of 18 is aware that they will be late, they must inform their host immediately.
- 3.3. If a homestay deems that the set curfew times are not appropriate and wishes the student to return home earlier, the student must abide by the curfew set.
- 3.4. If no curfew time has been specifically set for the student/guest, then recommended curfew times are stated in host confirmation letters.
- 3.5. Recommended curfew times for host families:

- 3.5.1. Student age 13 & younger – must not be allowed out of the homestay unaccompanied at anytime
- 3.5.2. Student 14-15 years old – must be home between 21.00hrs and 21.30hrs
- 3.5.3. Student 16-17 years old – must be home between 22.00hrs and 22.30hrs
- 3.6. In the event that a student fails to arrive home by these times, and cannot be contacted by for example mobile phone the host family must inform the Designated Safeguarding lead or their deputy immediately.

#### **4. Use of the kitchen area**

- 4.1. Use of the kitchen area is permitted outside of meal times for snacks and drinks.
- 4.2. Be respectful of the homestays kitchen and not leave dirty cutlery or crockery out. If you use cutlery or crockery please ensure they are washed appropriately and put away or placed in the dishwasher appropriately
- 4.3. Do not help yourself to food in a homestays kitchen without prior consent

#### **5. Use of the bathroom**

- 5.1. Use of the bathroom is permitted as and when required
- 5.2. Be respectful of the homestays bathroom and do not leave wet towels or dirty laundry lying around
- 5.3. Be mindful of the homestay family's bathroom habits and schedule  
Do not help yourself to the host family's toiletries without prior consent

#### **6. Use of the Wi-Fi / access to the home computer**

- 6.1. Please use the Internet and IT responsibly and in accordance with the E-Safety Guidelines (see safeguarding policy, section 8)
- 6.2. Do not use the family's Wi-Fi to download large amounts of data or for streaming unless this usage has been agreed with the homestay
- 6.3. Students are not allowed to use the Internet for any illegal activity; this includes accessing sites meant for adults or 18 years or older such as pornographic or gambling sites. Students must not search for, or browse through, any sites that contain offensive, obscene, violent, dangerous, inflammatory, racist or extremist material. Downloading any unlicensed material such as music, video, TV programmes, games and PDF files is illegal and therefore not permitted.
- 6.4. Please ask permission first if you wish to use the host family's home computer.
- 6.5. Any student found to have used the homestay families Internet for illegal activity should be reported to the Designated Safe Guarding Lead or their deputy and disciplinary sanctions may follow this.

#### **7. Rules regarding the consumption of alcohol**

- 7.1 Students are not permitted to purchase or consume alcohol under the age of 18
- 7.2 Any student who has been found to have purchased or be seen drinking alcohol under the age of 18 should be reported to the Designated Safe Guarding Lead or their deputy and disciplinary sanctions may follow this.

#### **8. Rules regarding the use of drugs and illegal substances**

- 8.1. Students are not permitted to take, handle, purchase or distribute illegal substances such as drugs
- 8.2. Any student who has been found to have taken, handled or distributed any form of illegal substance such as drugs should be reported to the Designated Safe Guarding Lead or their deputy and disciplinary sanctions may follow this.

#### **9. Rules regarding smoking**

- 9.1. Students are not permitted to purchase or consume cigarettes under the age of 18
- 9.2. Any student who has been found to have purchased or seen smoking cigarettes under the age of 18 should be reported to the Designated Safe Guarding Lead or their deputy and disciplinary sanctions may follow this.
- 9.3. If the student is over 18, do not smoke on host premises or grounds unless a designated area has been agreed. Ensure the cigarette stubs are disposed of appropriately Put stubs in the bins provided.

#### **10. Rules regarding sexual activity**

- 10.1. Students are not permitted to have intimate relationships under the age of consent (16)
- 10.2. Please note, the age of consent to any form of sexual activity is 16 for both men and women. The age of consent is the same regardless of the gender or sexual orientation of a person and whether the sexual activity is between people of the same or different gender.
- 10.3. Please note, it is an offence for a person aged 18 or over to have any sexual activity with a person under the age of 18 if the older person holds a position of trust (for example a teacher or social worker) as such sexual activity is an abuse of the position of trust.
- 10.4. Any student who has been found to have engaged in sexual activity or inappropriate intimate relationships under the age of 16 should be reported to the Designated Safe Guarding Lead or their deputy and disciplinary sanctions may follow this.

#### **11. Rules regarding tattoos and piercings**

- 11.1. Students under the age of 18 are not permitted to receive a tattoo
- 11.2. Any students over the age of 18 must abide by the rules and policy mandated/set set by their individual school that they attend for tattoos
- 11.3. Students of all ages must abide by the rules and policy mandated/set by their individual school that they attend for piercings

#### **12. Rules regarding the use of hair dye**

- 12.1. Students are not permitted use hair dye or any other similar product including hair lightening products, which could cause damage to the homestay's residence
- 12.2. Students must abide by the rules and policy mandated/set set by their individual school for hair colour and style

#### **13. Arrangements when students wish to stay away from the homestay**

- 13.1. It is recommended that students under the age of 16 do not stay away from the homestay unless it is with family and or relatives
- 13.2. All students staying in a homestay wishing to stay away from the homestay (including staying with family or relatives) must seek consent from the BOSSS UK by completing the Parental Consent form

- 13.3. The Parental Consent form must confirm:
  - 13.3.1. Date leaving and date returning to the homestay
  - 13.3.2. Name, address, contact number of whom they are staying with
  - 13.3.3. Travel arrangements/method of travel
  - 13.3.4. Reason for the request
  - 13.3.5. Signed by parents