



“The quiet spaces provided give you the opportunity to study independently and teachers go out of their way to get to know their pupils.”  
Annie, Year 13



### **Sixth Form Code of Conduct from September 2025**

Farmor’s School Sixth Form provides an ambitious, focused and settled learning environment, which allows students to succeed academically, as well as make excellent personal progress. All students contribute to this overall environment through their conduct.

This code of conduct is intended to make our expectations clear, as well as outline the consequences of failing to meet these expectations.

When you enrol in the sixth form, you agree to the terms and conditions outlined in this document.

The link to the policies referenced in this code of conduct is here:

<https://www.farmors.gloucs.sch.uk/about/policies-and-procedures/policies>





**1. Study and learning:** the sixth form is an academic environment, where you are supported to thrive and excel. Your conduct is expected to reflect this.

**1.2 Lessons and classwork:** you are expected to engage, ask and answer questions, and complete tasks to the best of your ability. During lessons, mobile phones, devices, laptops and headphones should be stored and not on desks, unless at the direct instruction of the teacher or as part of an agreed access arrangement. Should lessons be disrupted, the student will be issued with an informal warning; should this behaviour continue, the student will be sent away from the lesson, to attend in the LRC.

- If you are removed from a lesson, you will be subject to the processes outlined in 1.4 and/or 1.6;
- If you do not adopt the expectations of working in the LRC – working independently, without distracting others and without your phone – you will be removed from the LRC and subject to the consequences set out in 3.2.

**1.3 Homework and study:** your teachers will set reasonable amounts of homework, with an approximation of one hour outside of lessons for each taught lesson. You are expected to plan the use of your study and free periods such that this work can be submitted on time, every time. You should discuss with your tutor and subject teacher if you are finding it difficult to meet deadlines and agree appropriate support. Repeated non-submissions are monitored and may trigger a subject and/or tutor support plan (see 1.6).

**1.4 Failure to meet study expectations:** departments will decide a consequence for this. Typical responses include:

- a new deadline, and tutor and parents are informed;
- you are sent to the LRC to complete the necessary work, as well as catch up the missed lesson;
- and/or you attend a mandatory after-school study session for a minimum of one hour. Non-attendance will trigger the processes set out in 1.6.

**1.5 Non-exam assessment:** many subjects contain the completion of extended projects. You will be advised as to the permitted level of support and guidance available. However, the completion of work in one subject is not permitted to take precedence over another; you must balance your time across your subjects.

**1.6 Limited academic progress and/or non-engagement:** Farmor's School Sixth Form sets out for you to achieve highly; we will support where there is a risk of you not achieving your potential. This will take the following forms, which are subject to review at agreed intervals:

- **Subject support plan:** your teacher will break their expectations and the demands of the subject into smaller steps and agree targeted actions to support you to make further progress.
- **Tutor support plan:** your tutor will review barriers to your success and agree a plan by which those barriers are mitigated.
- **Targeted support:** the Pastoral Manager will work with you to form a bespoke plan to support you to manage pastoral challenges that form a barrier to further progress.
- **High risk support:** the Head of Sixth Form will work with you if you are at risk of not achieving a post-18 placement, which could be due to a range of factors. The Head of Sixth Form will work with you and your family to ensure you have a secure pathway to post-18 education or employment that you can access.

**2. Attendance:** as part of attending Farmor's School Sixth Form, you are expected to maintain excellent attendance, in order to make the most possible progress. Expected attendance is defined as being above 95%.

**2.1 Compulsory sessions:** you are expected to attend, on time, all your lessons, all registration periods, speakers sessions, enrichment and all study lessons.

- You are required to email [sixthformadmin@farmors.gloucs.sch.uk](mailto:sixthformadmin@farmors.gloucs.sch.uk), your tutor and your teachers if you are unable to attend due to any circumstance, ensuring you copy your parents in to any message.

**2.2 Free periods:** free periods are lessons on your timetable where there is not an allocated activity. You are advised to use this time to work and study. However, you may choose to use this time freely and may sign in and/or out of school. You must ensure that you sign out in the book, should you leave site, because we must know who is on site and who is not for fire registers.

**2.3 Attendance below 95%:** this will be responded to through a range of targeted supports; this may be from your tutor, the pastoral manager and/or the Head of Sixth Form. The sixth form team will endeavour to support you to attend school but it is the case that we expect you to maintain expected attendance, above 95%.

- If students are absent for 20 continuous days without communication, the Head of Sixth Form reserves the right to remove the student from the Farmor's School Sixth Form, in line with Department for Education guidance.
- Should your attendance decline below 90%, the Head of Sixth Form reserves the right to review your exam entries, including the withdrawal from qualifications
- Should your attendance decline below 90% and your exam entry remain in place, the Head of Sixth Form may charge you for the cost of exam entry
- Punctuality to lessons is monitored by the Sixth Form Administrator. Repeated lateness to lessons will result, firstly, in a written warning. If there is no improvement, the Head of Sixth Form reserves the right to remove sixth form privileges, such as the freedom to sign out of school, or to mandate after-school study attendance.

**3. Conduct:** you are expected to model the overall behaviour ethos of the school – that is being calm and orderly.

**3.1 Behaviour:** when moving around the school site, you are required to put away your phone and not use your headphones/equivalent, in order to role model this to younger students. You are expected to model appropriate, positive language and communication around the school site, as well as acting in a calm, mature manner, not displaying aggressive or physical behaviours.

**3.2 Sixth form intervention:** the Head of Sixth Form reserves the right to remove sixth form privileges from students who fail to meet the behaviour and study expectations, either permanently or for a time-limited period. This includes but is not limited to:

- free periods being replaced by mandatory study periods;
- removal of the freedom to sign in and out of school during non-compulsory periods;
- mandatory attendance at after-school study sessions;
- and banned from attendance at sixth form events (see section 7.2).

**3.3 Dress code:** the sixth form does not require a uniform as part of its code of conduct and respect that this is a matter of personal choice, self-expression and religious or cultural custom. You must wear your lanyard as a form of identification. However, this is balanced by the requirement to dress in a manner that is appropriate for a school environment which is focused on learning. This includes:

- clothing and footwear that is clean, safe, and not distracting from the overall learning environment, which includes not wearing clothes that display slogans or imagery that is inappropriate for a school setting;
- clothing must be opaque, tops must have straps and crop tops are not permitted
- clothing – its collars, length and straps – must be suitable for a school environment, rather than a night out.

**3.4** If you fail to meet our behaviour expectations, you may be placed on a ‘High Risk’ support plan, reporting to the Head of Sixth form, as described in 1.6.

**3.5 School behaviour and exclusion policy:** this code of conduct is based on the school’s behaviour policy. As such, this behaviour policy may be applied to you, including suspension or permanent exclusion, where there is a single serious breach or repeated breaches of this behaviour policy. Serious breaches may include, but are not limited to, the following:

- theft;
- physical violence;
- verbal abuse of any kind;
- damage to property;
- use of drugs or alcohol;
- bullying, racism, homophobia or discrimination of any kind;
- inappropriate use of social media;
- bringing the school and/or sixth form into disrepute;
- sexual harassment.



**4. Driving:** you must ensure that you are familiar with the Car Use Policy.

**4.1** You must register your car use with the Sixth Form Administrator and display a pass when parking on the school grounds. You must ensure that your vehicle is roadworthy, appropriately insured and that the maximum capacity is not exceeded.

**4.2** Students who live in Fairford will not be granted a pass to park on site, unless there is an exceptional circumstance, at the discretion of the Head of Sixth Form. If driving:

- You must observe the speed limits displayed on the school site, driving safely, giving due consideration to both the primary school and Farmor's School.
- You and your parents must be aware that Farmor's School is not liable nor responsible for any accident or incident caused by Sixth Form driving.
- The Head of Sixth Form reserves the right to ban students from driving on to the school site if a student's driving is deemed to be unsafe, their car is not roadworthy or is not adequately insured.

**5. Relationships with young people under 16:** everyone has specific responsibilities with regard to intimate relationships with those under the age of 16. Sexual behaviour with anyone under 16 can put you at risk of criminal investigation and proceedings and you must be aware of the boundaries of appropriate conduct with younger students both in and out of school, which includes sexting and use of social media.





**6. ICT use:** when you start at Farmor's School Sixth Form, you will have to sign up to the ICT Acceptable Use Policy when logging in to your school account. You must read this policy and recognise that breaches of this policy may lead to sanction under this code of conduct and the ICT Acceptable Use Policy.

**6.1 Communication and social media use:** all communication between sixth formers, the school and the staff of the school must only take place through school-based IT systems and the school's email system. You must not use your personal email account to make contact with the school and must not make use of wider technologies to seek out or make contact with members of staff (for example, TikTok, Snapchat, Whatsapp, gaming platforms, Facebook, X, Instagram). We strongly recommend that students use all possible privacy settings to protect their personal profiles and data. You can find out more about keeping yourself safe online here: <https://www.bbc.co.uk/safeguarding/online-safety/>

**6.2** You are personally responsible for what you communicate in any forum – be this online or in person – and must consider that what you post could be read by a wider audience that includes students, parents, staff, future employers, as well as friends and family. Comments or posts that breach this code of conduct may be subject to the school's behaviour policy as outlined in section 3.

**7. School trips, visits and sixth form events:** Farmor's School Sixth Form places great value in running a range of educational visits and opportunities.

**7.1 Educational trips, visits and events:** your engagement with and behaviour on these trips is outlined in the school's 'Trips and Visits' policy and students should make reference to this policy. When on a trip or visit, you are in a position of trust and act as an ambassador for Farmor's School.

**7.2 Sixth form events:** these are non-educational events, such as the Sixth Form Ball, which are organised as part of the school's overall culture and are, as such, an optional extra. In order to attend these events, your conduct must adhere to the expectations set out in this code of conduct. The Head of Sixth Form reserves the right to place a ban on attending sixth form events should the requirements of this code of conduct not be followed.



**8. Reporting concerns:** all sixth formers must report incidents. This should, in the first instance, be reported to the Pastoral Manager or the Head of Sixth Form, which will be recorded, investigated and addressed, as appropriate, either within the scope of this code of conduct or the school's policies.

**9. Raising subject questions or concerns:** you should discuss questions, queries or concerns with your subject teacher in the first instance and at the earliest possible stage. Should you feel there are outstanding questions, queries or concerns about your subjects, these should be raised with the Head of Sixth Form without delay.