

# UK High School Programme

## Code of Conduct



Experiment in  
International  
Living UK

This document summarises the behaviour expected of students while on the UK High School Programme. Students must always be aware of their responsibility as exchange students and aim to represent their country in a positive way at all times. This programme is governed by the laws of England and Wales\*.

1. **NATIONAL LAWS** - You must obey all UK laws (English law applies), for example:
  - a. **Alcohol and smoking** - under 18s cannot buy alcohol or cigarettes and over 18s cannot buy these items for anyone under 18;
  - b. **Drugs** - it is illegal to buy, sell, possess or use illegal or controlled drugs, unless prescribed by a licensed doctor;
  - c. **Theft** - You can be arrested for shoplifting and will always be prosecuted. If you steal from your school or peers you will be sent home.
  - d. **Sexual activity** - You are not allowed to have a sexual relationship while on this Programme. It is illegal to have sexual activity with someone under 16 years (male or female) even with their consent. If prosecuted you would have a criminal record and be placed on the Sex Offenders Register for the rest of your life.
  - e. **Pornography** - it is illegal for someone under 18 to access pornography on the internet or to download it to a computer;
  - f. **Driving** - to drive a car or motorbike you must be at least 17 years old and have a full and valid driving license (BUT you are not allowed to drive or take lessons whilst on this Programme);
  - g. **No hitchhiking** – asking a stranger to drive you is very dangerous and is not allowed;
  - h. **Violence** - it is illegal to take part in any violence against another person or property;
  - i. **Verbal abuse/Cyberbullying** - it is illegal to say something offensive about someone's race/ethnic background, sexuality or religious beliefs (N.B. it is VERY important in the UK, especially in schools, to encourage religious and racial tolerance. Discrimination is illegal);
  - j. **Social Media** - You will be held responsible for everything posted on and linked to your social media and networking sites. You should not post anything which could be construed as defamatory, which breaks the law or which compromises host family privacy.
  - k. Equally, your internet use should not include any '**illegal downloading**' via the host family's server. You alone would be responsible for any prosecution and for paying any fines
  - l. **Tattoos** - it is illegal to get a permanent tattoo under the age of 18.

**IF YOU WERE TO BREAK THE LAW, YOU WOULD BE DEALT WITH BY UK AUTHORITIES, YOU MAY BE SUBJECT TO ARREST, DETENTION AND PROSECUTION. YOU MAY END UP WITH A CRIMINAL RECORD. YOUR PROGRAMME WOULD BE TERMINATED. YOU WOULD BE SENT HOME AS SOON AS POSSIBLE. REPATRIATION WOULD BE PAID FOR BY YOUR PARENTS. THERE WOULD BE NO REFUND OF PROGRAMME FEES.**

## 2. SCHOOL PARTICIPATION

- a. Attend all classes and do your homework;
- b. Complete all coursework and take all exams required for your courses;
- c. Work hard and have a respectful attitude;
- d. Maintain at least a C grade in all subjects;
- e. Stay at school within the designated hours (9-3), including hours for private study;
- f. During exam '*study leave*' you are required to continue to attend school from 9-3;
- g. Obey all school rules, including the dress code;
- h. Accept and respect all decisions made by the school;
- i. If you are sick and not able to attend school, you must inform the host family and school;
- j. It is not possible to change schools. Think carefully about your expectations and try to adapt;
- k. If you are dismissed or expelled from school your place on the Programme will be terminated.

### 3. HOST FAMILIES

- a. Show respect to your Host Family and act as a member of the family;
- b. Obey all reasonable host family rules, including curfew, (please work out what those rules are with your host family as soon as possible);
- c. Telephone calls – ask before you use the host family's phone and pay for all calls;
- d. Internet use in the home is at the discretion of the host family;
- e. Calls/emails back home should be limited. The internet (including Skype, Facebook etc.) should not be used after 11 p.m. This includes all mobile phones;
- f. Smoking – Under 18s are NOT ALLOWED to smoke while on this Programme - if you do, this will be seen as misconduct and you may be returned home;
- g. Most host families are non-smokers, and won't host smokers. If you told us you don't smoke, you may NOT smoke while you are on this programme. If you do, this will be seen as misconduct.
- h. Your host family are responsible for you so you must keep them informed of where you are and what time you will be back. Do not break your curfew.
- i. Do not return home during the school day without permission. You should be out from 9-3;
- j. Money - If you go out with your host family, you should pay for yourself. Don't lend money to or borrow money from your host family (or anyone else); your parents are responsible for giving you enough spending money, over and above school transport costs, personal items, phone charges, etc.
- k. At all times you should respect your host family's privacy. Do not discuss family matters with anyone other than your local representative. Please do not give out your/their address, telephone number, or other information to strangers and do not invite anyone into the home without asking permission first.
- l. If you have any concerns or feel uncertain about aspects of your home stay, school or personal issues, please your local rep and also EIL UK. We want to help you. Tel: 01684 562 577
- m. Students will be held responsible for everything posted on and linked to their social media and networking sites. You should not post anything which compromises the privacy of your host family, or which could be construed as defamatory, or which breaches national laws.

### 4. TRAVEL RULES

- a. All travel involving an overnight stay outside the local area must be approved by EIL;
- b. Independent travel is not allowed until after Christmas;
- c. No independent trip should last longer than one week;
- d. You may not leave the UK unless with the host family or on a school trip.

**If you want to travel in the holidays or stay away from your host family's home, you must PLAN AHEAD. At least 2 weeks ahead you must:**

- e. Talk to your Host Family, your local representative and the EIL UK office about your plans;
- f. Your natural parents must complete, sign & return the **Travel Authorisation Form**.

**IF WE DON'T HAVE AN AUTHORISATION FORM, YOU CANNOT GO!**

### 5. VISITS FROM NATURAL FAMILY/FRIENDS FROM HOME

- a. No visits will be allowed in the first term because they disrupt the integration process. After this, visits are only allowed with **prior notification to and approval** from the EIL UK office.

### 6. CHANGING HOST FAMILY

- a. You must work hard to fit in with your host family. If there is a problem, speak to your Local Rep or the EIL UK office.
- b. Host family changes are only allowed in **exceptional** situations. Depending on circumstances, an administration **fee may apply** to move to a new family.

### 7. INSURANCE

- a. You must have comprehensive medical and travel insurance for the duration of the Programme, including cover for any 'high risk activities' as listed in the application documents.

## 8. PERSONAL PROPERTY

- a. Personal items, including laptops, phones, travel documents and money are your own responsibility. Any stolen or lost item, including money, is the responsibility of the student.

## 9. TERMINATION OR WITHDRAWAL FROM THE PROGRAMME

- a. You need EIL UK's permission to withdraw from the Programme; if you leave the Programme you can't return and you won't get a refund - the exception to this rule is if there is a death or serious illness in your immediate natural family.
- b. If a student is permanently excluded from school, their programme will be terminated;
- c. If a student causes persistent disciplinary issues or frequent misconduct, their programme may be terminated, following the steps of the Disciplinary Procedure;
- d. If there is an issue of Gross Misconduct, the student's programme will be terminated.

## 10. RETURNING HOME

- a. You may not visit your home country during the Programme, except in exceptional circumstances;
- b. Your return date will be determined by your school exam timetable. If you are not taking exams, you would return home on the first Saturday of the May Half Term (usually around 25<sup>th</sup> May);
- c. If you are taking exams, you would return on the Saturday following your final exam.
- d. You must return home at the end of the one year Programme.
- e. All outstanding debts must be paid before departure.
- f. You may not travel at the end of the programme.

11. **LIFE CHANGING DECISIONS:** Students may not make life-changing decisions, e.g. marriage, religious conversion, or any other decision with legal, political, religious or social consequences.

12. **WORK** You may not get a job other than casual work such as babysitting or local garden help.

13. **DRIVING:** Students may not drive any motorized vehicle. Students may not take driving lessons.

14. **GENERAL:** All decisions made by staff of EIL UK are to be implemented and respected.

EIL UK reserves the right **to dismiss or return home** any student for serious or continual misconduct, being expelled from school, for any behaviour which brings the programme or partner school into disrepute, or behaviour which compromises the welfare, safety or reputation of students, staff, host family members or any individual involved with the programme.

### Agreement:

*By accepting a place on the EIL UK High School Programme, I accept the rules in this Code of Conduct. I am responsible for following these rules throughout the programme. Breaking these rules may result in the termination of my High School programme with no refund of programme fees.*

Signed: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Student

*I have read, understood and agree to the rules in the Code of Conduct above. I acknowledge that if the student is in breach of this Code of Conduct, resulting in him/her being sent home for any reason, I will not be entitled receive any refund of fees neither will I be entitled to claim any damages or other compensation from EIL UK. I forego any such rights by signing this agreement. Any partial refund to be made will be entirely at the discretion of EIL UK. This agreement is subject to English Law.*

Signed: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent or Guardian

\*If the student is placed in Scotland, their programme will be subject to Scottish Law.