

LTC UK Code of Conduct

LTC UK 's responsibility is to provide the best academic environment for its students in a well-structured and supportive environment. All staff will treat students with respect and fairness in all situations and behave according to the LTC Code of Conduct for staff

Students of LTC UK are expected to observe our Code of Conduct

Attendance and Punctuality

Students will be expected to:

- Attend all lessons and tutorials
- Be punctual

Learning

Students will be expected to:

- Produce all work to the best of their ability
- Participate fully in lessons
- Hand their homework in on time
- Come appropriately prepared, equipped and dressed for classes
- Co-operate with all staff and fellow students

Behaviour

Students will be expected to:

- Use acceptable language
- Follow LTC UK guidelines on computer usage
- Refrain from aggressive or violent behaviour
- Turn off mobile phones and MP3 in class
- Not consume food or drink (other than water) in class

Consideration for Others

Students will be expected to:

- Treat all staff and students with respect
- Not disrupt the learning of others
- Look after the school facilities and not drop litter

LTC teachers and staff are also required to:

- Treat all students and colleagues with respect
- Come appropriately prepared, equipped and dressed for work
- Listen carefully and respond to students
- Be on time
- Be prepared and ready for lessons and activities etc
- Mark homework and tests promptly if they are teachers
- Use acceptable language
- Behave politely at all times