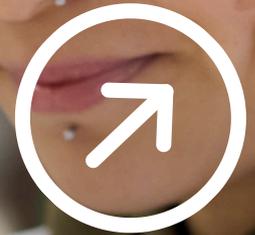




LONDON
MATHS & SCIENCE
COLLEGE

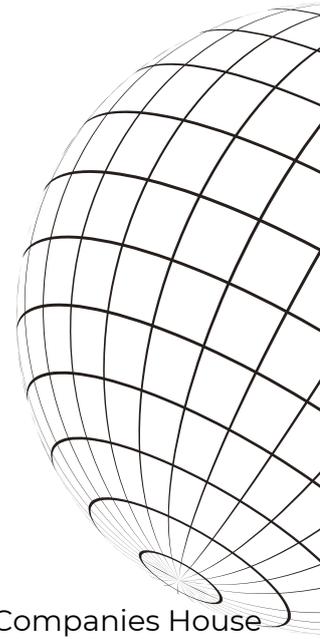
 www.lmsc.org.uk



Student Code of Conduct

London Maths & Science College
167 Commercial Road, London, E1 2DA
info@lmsc.org.uk

STUDENT CODE OF CONDUCT



Legal entity: London Maths & Science College (LMSC) – Limited Company (Companies House No. 16822143)

Registered office / campus: 167 Commercial Road, London, E1 2DA

General contact: info@lmsc.org.uk

Document Owner: Principal / Head of Centre

Approved by: Proprietor / Governing Body

Effective date: 18 February 2026

Review date: 18 February 2027

Version: 1.0

1. Purpose

This Student Code of Conduct sets out the standards of behaviour, integrity and respect expected of all learners at London Maths & Science College (LMSC). It exists to:

- maintain a safe, calm and purposeful learning environment;
 - promote respect, inclusion and equality;
 - support safeguarding and learner welfare, including online safety;
 - uphold academic integrity and exam conduct, including awarding organisation rules; and
 - ensure learners understand expectations in-person, online and in hybrid learning.
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2. Scope

This Code applies:

- on LMSC premises and during all college activities (lessons, tutorials, exams, trips, enrichment);
- in online and hybrid/remote learning contexts;
- when using LMSC devices, accounts, networks, platforms and services; and
- when representing LMSC externally (including travel to/from LMSC if behaviour affects safety or reputation).

This Code should be read alongside:

- Behaviour Policy and Student Disciplinary Procedures
 - Safeguarding and Child Protection Policy
 - eSafety / Online Safety Policy and Learner Acceptable Use Rules
 - Exams Policy (Cambridge and JCQ compliance)
 - Malpractice & Maladministration Policy
 - Equality, Diversity and Inclusion Policy
 - Attendance Policy
 - Complaints Policy
 - Digital Privacy / Data Protection Policy
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3. Core expectations

All learners must:

1. **Be respectful:** treat staff, peers and visitors with courtesy.
 2. **Be safe:** follow safety instructions and report concerns.
 3. **Be ready to learn:** attend, be punctual, participate and complete work.
 4. **Act with integrity:** submit authentic work; follow assessment and exam rules.
 5. **Be inclusive:** respect diversity; do not bully or discriminate.
 6. **Be digitally responsible:** use technology safely, ethically and lawfully.
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4. Behaviour and respect

Learners must:

- follow staff instructions promptly;
- use appropriate language and behaviour;
- avoid disrupting learning (including calling out, refusal to work, persistent lateness);
- show respect for different cultures, beliefs and identities;
- resolve disagreements calmly and with support where needed.

LMSC does not tolerate threatening behaviour, aggression or intimidation.

5. Attendance, punctuality and readiness

Learners must:

- attend all scheduled lessons, tutorials, examinations and required meetings;
- arrive on time and prepared with required equipment/materials;
- follow absence reporting procedures and provide information/evidence where required;
- engage in catch-up work after absence.

Persistent absence or lateness will trigger attendance interventions and may lead to disciplinary action and/or changes to programme suitability decisions.

6. Learning behaviour and classroom routines

Learners must:

- participate appropriately and cooperate in group work;
 - complete independent study and homework to deadlines;
 - respond to feedback and take action to improve;
 - use lesson time purposefully and follow classroom routines (including seating plans).
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7. Academic integrity (including plagiarism and AI)

LMSC expects all submitted work to be **your own**, unless collaboration is explicitly allowed.

7.1 You must not:

- copy work from others or from the internet without proper referencing;
- submit AI-generated or AI-rewritten work as your own unless explicitly permitted for that task;
- pay someone else to complete work or complete work for others;
- collaborate when the task is meant to be individual;
- fabricate practical results or evidence.

7.2 You must:

- follow teacher instructions on referencing and permitted support tools;
- keep drafts/notes if requested to show how work was developed;
- complete controlled assessments/coursework/NEA under the rules given.

7.3 Consequences

Academic misconduct may be treated as **malpractice**, leading to disciplinary action and (where required) referral to the awarding organisation, which may impose penalties including disqualification.

8. Examinations and formal assessment conduct

Learners must:

- follow invigilator instructions immediately;
- arrive on time and bring only permitted equipment;
- keep phones/devices switched off and out of reach as instructed;
- follow Cambridge/JCQ key time and supervision requirements where applicable;
- not share or discuss exam content during restricted periods.

Any suspected malpractice (unauthorised materials, communication, disruption, cheating) may result in awarding organisation sanctions and disciplinary action.

9. Safeguarding, welfare and reporting concerns

Online and offline safety is everyone's responsibility. Learners must:

- report any concern about safety, bullying, exploitation, coercion, harassment, or self-harm risk to a trusted staff member or directly to the DSL/DDSL;
- cooperate with safeguarding support plans;
- never promise secrecy to friends if someone is at risk—get help immediately.

If a learner feels unsafe, they should seek immediate help from staff or reception.

10. Anti-bullying, harassment and discrimination

Bullying, harassment and discrimination (including online) are not tolerated.

Learners must not:

- bully, intimidate, threaten or harass others;
- use discriminatory language or behaviour (racist, sexist, homophobic, transphobic, religiously discriminatory, ableist, or hateful);
- share humiliating or harmful images/messages.

Breaches will be treated seriously and may be escalated to safeguarding procedures.

11. Online safety and acceptable use of technology

Learners must:

- use LMSC accounts/platforms responsibly and for learning;
- not attempt to bypass filtering/security or access illegal/harmful content;
- protect passwords and never share accounts;
- not record lessons or people without permission and clear educational purpose;
- report harmful content or suspicious contact immediately.

For online learning and BYOD:

- learners must follow teacher instructions on platforms, camera/mic expectations, respectful chat use and recording rules;

- learners must not use online lessons to harass, distract or share harmful content.
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12. Health and safety, prohibited items and site expectations

Learners must:

- follow health and safety instructions, especially in laboratories and specialist rooms;
 - not bring prohibited items (weapons, illegal substances) onto site;
 - not smoke/vape on site or during LMSC activities;
 - behave safely in corridors, stairwells and communal areas.
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13. Respect for property and environment

Learners must:

- care for LMSC facilities, equipment and learning resources;
- keep areas clean and tidy;
- report damage promptly.

Deliberate damage may result in disciplinary action and recovery of costs where appropriate.

14. Dress and presentation

LMSC expects learners to present themselves appropriately for a professional educational environment and to comply with any safety requirements (e.g., laboratory PPE or restrictions on unsuitable clothing for practical work).

15. Sanctions, support and restorative approaches

LMSC uses a range of responses depending on seriousness and pattern of behaviour, including:

- reminders and restorative conversations;
- behaviour contracts and targeted support/mentoring;
- detention, removal from class, internal suspension or other disciplinary actions;
- parental contact (where appropriate);
- restriction of device/platform access where misuse occurs;
- referral to safeguarding or external agencies where risk is identified.

Support will be provided where behaviour indicates unmet needs, wellbeing concerns, or learning barriers.

16. Monitoring and review

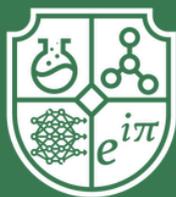
Compliance is monitored through attendance and behaviour data, safeguarding logs, learner voice and complaints trends. This Code is reviewed annually or earlier if needed.

17. Related documents

- Behaviour Policy and Student Disciplinary Procedures
 - Safeguarding and Child Protection Policy
 - eSafety / Online Safety Policy and Learner Acceptable Use Rules
 - Exams Policy (Cambridge + JCQ)
 - Malpractice & Maladministration Policy
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Approval and Review Record

Version	Approved by	Approval date	Effective date	Review date	Summary of changes
1.0	Proprietor / Governing Body	18 Feb 2026	18 Feb 2026	18 Feb 2027	Initial issue



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