



# CODE OF CONDUCT

## January 2016

St Mark's is a safe and positive school where everyone has something to share, is willing to serve, appreciates what they have, **treats others fairly** and is able to enjoy learning. To keep it that way we all have to play our part.

Please remember to:

- **Speak** politely, at the right time, in the right way, at the right volume, using 'please' and 'thank you' with everyone when appropriate  
Checklist for speaking: ***is it true ? is it kind ? is it necessary ?***
- **Listen** when someone is speaking to you, looking at them without fiddling or talking, **giving others a chance to explain their point of view** (*fellowship, justice*)
- **Share** with others, get involved and use the skills and abilities you have to help other people (*service, fellowship*)
- **Keep** your hands, feet, arms and legs to yourself
- **Leave** a good space between you and other people
- **Offer help** willingly to anyone who needs it (*service, friendship and compassion*)
- **Follow** instructions immediately and without arguing
- **Take responsibility for your words and actions; be prepared to put things right** (*justice*)
- **Knock** at closed doors and wait to be invited in
- **Walk** on the left hand side along corridors
- **Move** around school calmly and quietly, with arms by your sides, making way for adults and opening doors for them (*service, humility*)
- **Treat** the building and school equipment with care and respect (*if something is not yours, do not touch it*) be grateful for the materials, the designers, the builders and makers, and those who serve us by managing the school and caring for and cleaning the building (*service, thankfulness*)
- **Come** to school ready to learn, **expecting to work hard** and learn from your mistakes; serve yourself well by making the most of every opportunity (*service, justice, endurance*)
- **Try** your best in everything !

compassion   creation   endurance   fellowship   forgiveness   friendship   **hope**  
humility   **justice**   peace   reverence   **service**   thankfulness   trust   **wisdom**