



Our behaviour expectations remain unchanged; we expect all learners to be **ready, respectful** and **safe** at all times. This annex appends our Citizenship Code and does not replace or supersede it.

We recognise that our college community cannot currently operate under standard practices and our approach to campus-based learning has changed to ensure that we comply with social distancing requirements and safe working practices. We will continue to review and update this annex in accordance with any changes from Public Health Wales and the Welsh Government.

The wellbeing and safety of our learners and staff remains central to everything we do. To ensure that we can keep learners and staff safe when on campus you must follow these behaviour expectations:

### Learners attending a Bridgend College campus:

#### You **MUST**:

1. Follow requests and instructions from staff at all times
2. Follow the specific safe working practices issued for your environment (e.g. workshop)
3. Follow social distancing rules at all times both outside and inside of college buildings
4. Wash your hands regularly and use available sanitising gel
5. Follow all directional signs noting marked entrance and exit routes and one-way routes
6. Wash your hands or use hand sanitiser before entering any learning environment
7. Leave the campus immediately when your assessment or session has finished

#### You must **NOT**:

1. You must not come to college if you have symptoms of COVID-19 and/or have been asked to self isolate.
2. You must not come to college if you are in the same household as someone who is shielding in the 'extremely vulnerable' category
3. You must not go into any other buildings on campus during practical assessments but you may go outside for fresh air whilst maintaining social distance
4. You must not attempt to access social spaces or self-directed learning spaces. This includes crossing areas marked as closed, restricted entry or no entry

Failure to comply with these expectations will result in you being asked to leave the campus immediately. This is likely to impact on your ability to complete assessments and pass your qualification.

## Learners engaging in online learning and self-directed learning:

### You **MUST**:

1. Attend planned and timetabled sessions and report any absence to your tutor
2. Behave in a respectful way. Discriminatory, aggressive behaviour or bullying will not be tolerated
3. Ensure that you are wearing appropriate clothing
4. Ensure that others within your location or household are aware that you are on video

### You must **NOT**:

1. Record or photograph a session without knowledge and permission from everyone involved in the session or call
2. Distribute or share any recordings, photos or screenshots without the knowing and approval of all participants. Failure to do so contravenes legislation governing individual privacy and consent

Failure to follow the behaviour expectations outlined within this annex will result in disciplinary action under the citizenship code.

## Relevant Policies and Guidance

[Citizenship Code](#)

[Safeguarding Policy](#)

[Safeguarding Annex - COVID-19](#)