

Code of Conduct
For participants of Duke of Edinburgh Courses
at the Ancient Technology Centre, Cranborne

Dear Participant

This code has been written to ensure that your residential course at the ATC is a pleasant, safe, secure and valuable experience for all. In order for this to take place we would greatly appreciate that you read through this code and sign the agreement. Please return the signed agreement prior to the start of the course or on arrival

The Ancient Technology Centre expects all pupils on D of E residential courses to:

1. Listen to and follow all instructions from **all** staff promptly. This includes your activity instructors, ATC staff, D of E staff and also any guest speakers or leaders that you may have on your course.
2. To respect all the other participants staying, especially given that for some it may be the first time they have stayed away from home.
3. To treat the buildings, grounds and all equipment and resources with care and respect.
4. To be quiet once lights-out has been called by the night duty staff.
5. To not drink alcohol or possess / supply or take any illegal drugs whilst on the course.
6. To only smoke in designated places and at times agreed with the staff leading the session / on call.
7. To ensure that the ATC has received all relevant medical and dietary information prior to the start of the course.

If you are unable to follow this code the following actions will be taken.

You will have an initial verbal warning, followed by a meeting with a member of ATC staff.

If the poor behaviour / attitude continues after this then the ATC will expect you to leave the course at your own expense. No refund will be made of any part of the course fees.

Name:

Signed:

Date: