

ISCA Chaperone Code of Conduct 2020

The following code of conduct applies to all adults accompanying a school on an ISCA program.

By signing this code of conduct you confirm that you will adhere to this code of conduct for the duration of the program. Our number one concern is the safety of the students entrusted to our care and therefore we require your confirmation that you will respond appropriately in the event of an accident, emergency or other problem. Therefore, as a minimum, we expect the following from you for the duration of the program:

General Practice

- Be the point of contact between your students' families and ISCA during the trip.
- Supervise the students, ensure their welfare and report all serious behavioral issues to the ISCA program director.
- Be responsible for your own actions and behavior, together with those of fellow adults accompanying the program.
- Always ensure both you and your group are punctual for and attend all ISCA activities and trips. If you or anyone in your group are going to be unavoidably late or ill, you must report this as soon as possible to the ISCA program director or ISCA managing director.
- Comply with all instructions given by ISCA staff, including the ISCA program director and the ISCA managing director, for the duration of the trip.
- Be on duty as specified in the duty list provided to you by ISCA at the start of the program.
- Be ready to follow ISCA's [Terrorism Response Policy](#) if required.
- Support the ISCA [Student Code of Conduct](#) and [Mobile Phone Policy](#).
- Have a mobile phone which is compatible with UK mobile networks for off-campus trips.
- Not post photos or videos of the students on your personal social media.
- If you wish to smoke, only do so out of sight of the students and only in designated smoking areas.
- Any use or possession of illegal drugs and any consumption of alcohol are expressly prohibited.
- Abide by the laws of the United Kingdom.

Medical Concerns

- UK medical regulations take precedence over those from your home country. That is to say you may only help administer medication for pre-existing prescription medication and provided you have cleared this with ISCA beforehand (for example if a child uses insulin injections or takes daily medication throughout the year). All other administering of medication must be done through the ISCA matron.
- All medication must be kept by an adult accompanying the trip and not by the student, and no student should be able to self-medicate without the knowledge of ISCA.
- In the event of a hospital visit an adult accompanying the trip must accompany the student to the hospital and wait with them until treatment has been administered.

By signing this Teacher Code of Conduct you confirm that you understand and accept its terms:

Print name:

Signature:

Date: