

# GENERAL CONDUCT 1

- Plan to arrive to class on time and to stay for the entire class period (or until dismissed).
- Phones and any other electronic devices must be turned off (or on silent mode) and hidden from view during LST & CBST.

# GENERAL CONDUCT 2

- Food and beverages are NOT permitted in classrooms.
- Students are responsible for what transpired if they miss a class. It is the student's responsibility to contact a classmate to determine what was missed.

**Note: Instructors may have their own set of rules regarding attendance. Class attendance of less than 80% shall result to expulsion from the project.**

# GENERAL CONDUCT 3

- Talking and other disruptive behaviors are not permitted while classes are in session.
- Students are expected to be polite, professional and respectful towards their colleagues, instructors and/or any other staff. This includes verbal and physical behavior as well as language.

**NOTE: Individual instructors may have additional requests regarding classroom behavior. Please adhere to those as well.**

# Consequences of Misconduct

- Students who commit acts of misconduct during any stage of the project shall be reprimanded in any of the following ways:
- Oral Warning
- Written Warning – if an oral warning was given and the problem or behavior persists, a written warning shall follow
- 3 written warnings shall result into dismissal from the project

# COVID 19

- Maintain 1.5 metres social distance
- Frequent hand washing and sanitize
- Wear mask throughout the training
- In case of any symptom report to the class manager





**Wear face mask**







**WEAR  
MASK**

**WASH YOUR  
HANDS**

**KEEP  
SOCIAL  
DISTANCE**