

## Senior School – School Rules

1. Students arriving at School early must go straight to form rooms and remain there until 8.30am.
2. Students are expected to be in their Form Rooms by 8.30am for morning registration at 8.35am unless they have special permission to arrive later.
3. Students must not talk on the way into or at any time during year group or other assemblies.
4. Students may not leave the school site during school hours without a written request from their parents or guardian or special permission from their Pastoral Leader, the Healthcare Practitioner or a member of senior staff.
5. Students are expected to leave promptly at the end of afternoon school. Those who need to remain in school beyond 3.30pm must sign in at Late Stay and remain in the allotted room until 5.30pm at the latest, unless attending a supervised club or activity; this includes students waiting for school buses. Students are not permitted to leave the school site and then return to Late Stay or to catch a school bus.
6. School uniform must be worn on all school occasions unless special permission has been given to the contrary. Long hair must be held back when safety or hygiene requires. Hairstyles and makeup should be discreet (hair may not be dyed non-natural colours) and nail varnish or acrylic nails are not permitted with school uniform. Students may not wear jewellery with school uniform, except for a watch, one plain, simple stud in each ear, and a simple chain and cross, or other equivalent religious emblem. When students have been given permission to wear their 'home' clothes, they must abide by the non-uniform dress code. Lab coats must be worn in Science practical lessons as directed by the Science department.
7. All possessions, including musical instruments and coats, must be clearly marked with the owner's name. Only small amounts of money should be brought to school. Purses and other valuable items should be in the owner's possession or locked away at all times and must not be left in cloakrooms, desks, bag-racks or bags. Items of value may not be left at school overnight. If a musical instrument is left overnight it should be in the appropriate section of the Musical Instrument Store and should be adequately insured.
8. Bags, desks and lockers should be regarded as private property and should not be opened by students without permission from the owner or a member of staff.
9. Chewing gum and caffeinated energy drinks are not allowed in school, unless permission has been explicitly granted.
10. Correction fluid and laser pointers may not be brought into school.
11. Medicines (including proprietary painkillers) may only be brought to school if medically prescribed and in the container dispensed by the pharmacist. They must be handed to the Healthcare Practitioner

for safekeeping.

12. Students may not smoke (including 'e-cigarettes') in or near school buildings, including the Senior School or Sixth form buildings and all boarding houses. Students travelling anywhere in school uniform, or on school activities, may not smoke.

13. All mobile devices should be used in accordance with the Technology Acceptable Use Policy and should be stored carefully. Mobiles phones must be switched off and kept out of sight at all times. Phones may only be used during Late Stay to make pick-up arrangements. If a student needs to use a phone during the school day, they should visit the Office where they will be given access to one.

14. The Principal and staff authorised by the Principal may screen, search for, and confiscate any item prohibited by the school in accordance with the Foundation's policy on searching, screening and confiscation. The following items are prohibited for the safety and welfare of all students:

- knives or weapons
- alcohol
- illegal drugs
- stolen items
- tobacco and cigarette papers; e-cigarettes
- fireworks
- pornographic images
- clothing or other adornments or equipment emblazoned with offensive or inappropriate images or slogans
- laser pens
- any article that a member of staff reasonably suspects has been, or is likely to be, used:
  - to commit an offence, or
  - to cause personal injury to, or damage to the property of, any person (including the student themselves).

15. No student should be in possession of, or under the influence of, alcohol or illegal substances on school premises, on school activities or travelling anywhere in school uniform.

16. Technology is provided to support students in their learning, completing homework, organising their school lives, conducting research and communicating with others for educational purposes. Individual users are responsible for their behaviour and communications. They must comply with the Foundation's Technology Acceptable Use Policy and are required to sign a document acknowledging their acceptance of the current rules for use of technology. Staff may review all files and communications to ensure that students are behaving responsibly.

17. Students must make all reasonable efforts to follow the guidance related to COVID-19 safety that has been issued by the School and applicable government guidance, as well as all other guidance relating to health and safety when on the School site and on their way to and from School.

**Related policies:**

- Anti-Bullying Policy
- Behaviour, Rewards and Sanctions Policy
- Code of Conduct and Rules for Boarding
- Searching and Retention and Disposal of Confiscated Items Policy
- Technology Acceptable Use Policy

**Reviewed:** April 2021