

## **Dame Bradbury's – School Rules Years 1 to 6**

1. Pupils are expected to be in their Form Rooms by 08:20 for morning registration unless they are authorised to arrive later. Pupils who arrive earlier than 08:00 should go to Breakfast Club in the Dining Room, and from 08:00 all pupils should go to Early Stay, where they will be supervised by a member of staff until registration starts at 08:20. Any pupil who arrives after registration must sign in using the InVentry screen in the front office.
2. When the bell rings at the end of the school day after dismissal all pupils should go promptly to the gate, or to their club or to Late Stay.
3. No pupil may leave the school grounds unaccompanied during school hours or at the end of the school day without written consent from his/her parent(s) or guardian. Any pupil who leaves school before the end of the school day must sign out using the InVentry screen in the front office.
4. School uniform must be worn on all school occasions and on journeys to and from school unless special permission has been given otherwise. Overalls must be worn in science and Create lessons. Long hair (shoulder length or longer) should be tied back at all times for reasons of safety and hygiene. Hair ties should be in accordance with the uniform list. Nail varnish and makeup are not permitted with school uniform. In the interests of preventing injury, pupils should not wear jewellery, other than a wrist watch, in school or on expeditions. If parents feel that it is essential for their child to wear jewellery, including earrings, for religious or cultural reasons this should be agreed with the Head in advance. Earrings worn in school should be simple studs which must be removed or covered by medical tape for all sports lessons, practices and fixtures.
5. All possessions, including musical instruments and cases, must be clearly marked with the owner's name. Only small amounts of money should be brought to school: for example, for school charity events. Money should be carried in a small purse or handed to the Form Teacher for safe keeping; it must not be left in a cloakroom or classroom. No large sums of money should be brought into school, and no items of value should be left at school overnight. Musical instruments must be adequately insured, clearly marked with the owner's name and stored appropriately when not in use.
6. Bags and classroom trays/desks are regarded as private property and must not be opened by other pupils without permission from the owner or a member of staff.
7. No pupil should bring any banned item onto the school site at any time. A full list of banned items is in our Searching and Retention and Disposal of Confiscated Items Policy, and it includes knives and weapons, illegal drugs, tobacco products and stolen items.
8. Medicine should only be brought to school in the original container, which should be named. The item should be handed to the School Office for safekeeping, along with the appropriate form giving parental consent for administration of the medicine. Pupils should not enter the Medical Room unless accompanied by a member of staff.
9. Some pupils may require personal mobile devices for their journeys to and from school, especially Year 6 in the summer term. Mobile devices should be given to the form teacher or front office for safekeeping during the school day. No other electronic devices should be brought to school except with express permission from a member of staff. School iPads and all personal devices must only be used in accordance with the Technology Acceptable Use Policy.

**Reviewed:** August 2022