



The School Rules

(These rules have been created by staff and Governors of the school.)

All students are expected to uphold the expectations and values of the school.

Timekeeping

- Students are not allowed on site until 8am.
- Students in Years 7 - 13 must be in their Form Rooms for registration at 8:30 am
- If students arrive at school after 8.30am they must report to Reception to sign in as late. Any student arriving after 8.45am or 2.15pm without a valid reason will be issued with an unauthorised absence for the AM or PM session.
- Students must attend all their timetabled lessons on time.
- Students must not enter areas designated as out of bounds unless permitted by a supervising adult.
- Years 12 and 13 may leave the school site during lunchtime only and must sign in and out on Inventory. Additional study privileges come into place, with parental consent, from the second Autumn term of Year 12 until the end of Year 13.
- If students need to leave school at a time when they are required to be on site, their parents/carers/ carers should contact the Attendance Officer. Students must sign out at Reception before they leave and sign in when they return to school. Students in Years 7 – 9 must be collected in Reception by an adult named contact.
- Students staying in school at the end of the school day, must go to study club, unless in a prearranged activity with a member of staff present.

Personal Conduct

- Students must wear the correct school uniform in school and when taking part in school activities and school trips, unless otherwise directed. If students are temporarily without the correct full school uniform, a parent should contact their child's form tutor to explain the reasons and the student issued with a purple exemption slip. Where non-uniform items are worn, students will be asked to remove them and the items can be confiscated (this includes jewellery). Failure to comply may result in arrangements being made for the student to go home to change and then return to school.
- Students in Years 7 – 11 may bring a mobile phone into school and if used, seen, or heard during the school day the mobile phone will be confiscated for one week, including a weekend.
- Students in Years 12 and 13 may use their mobile phones in lessons with teacher permission, in the Tennet Centre, and in the library with headphones during study periods. At all other times if used, seen, or heard during the school day the student will be asked to

put the mobile phone, headphones. The school reserves the right to confiscate a mobile phone for one week, including a weekend if a mobile phone or smart watch is being deliberately used.

- If students must bring medications (other than emergency medications such as EpiPens, insulin or inhalers) to school, they must be left with the Medical Team, not carried around the school.
- On school trips, students who rely on emergency medication must always carry these with them.

Readiness to Learn

- Students should always enter classrooms in a quiet and orderly manner. If it is necessary to wait outside a classroom (e.g. science labs) they should do so sensibly without causing an obstruction.
- Classroom disruption is unacceptable as it affects the learning of others.
- Students may only leave a lesson with the permission of a member of staff.
- Students should ensure they bring all necessary equipment to lessons.
- Students should bring a charged device to school each day, which must be used in accordance with the Acceptable Use Policy.

Respect for Others and the School

- Students must not steal.
- Students must not act violently or participate in violence of any sort towards other people or property, 'students should keep their hands and feet to themselves.'
- Students must not be involved in any form of bullying, verbally, sexually, physically, or online, either as perpetrators or bystanders.
- Offensive language should not be used – if a comment is loud enough to be heard it is loud enough to face a consequence.
- Students should not demonstrate prejudice-based or discriminatory behaviour (e.g. taunts, gestures, graffiti or physical abuse).
- Students are not permitted to engage in sexual activity during school time, on the school site or when taking part in school activities or trips.
- Students should not run, block doorways, corridors or behave in any way that is a danger to others.
- Students must follow the one-way systems.
- Students should help keep the school clean and tidy, this includes putting litter in the bins, emptying bins at lunchtime, keeping walls and furniture clean and unmarked and taking care of displays. Students must not remove or damage school property.

Forbidden Items and Misconduct

- Students must not bring, be in possession, use or supply inappropriate items including but not limited to chewing gum, smoking or vaping equipment, tobacco-based products, alcohol, 'legal highs', drugs or other illegal substances, weapons, aerosols, fireworks, laser pens, energy drinks, skateboards/ scooters (electric or non-electric), stolen items, articles

of a pornographic nature or other items that may be harmful or offer threat to the health and safety of others on the school site, or on any school related activity. The school may undertake a search for any of these items.

- Persistent defiance of school staff and/or the school rules, bullying, abuse, discriminatory behaviour, theft, any illegal activity and bringing the school into disrepute are all offences which are likely to lead to serious sanctions.