

# **BEECH HOUSE SCHOOL**

## **SCHOOL RULES**

### **General behaviour**

- 1 Care and consideration for other members of the school is essential.
- 2 Good manners are expected at all times, as is sensible and mature behaviour.
- 3 Whenever the school uniform is worn, it should be done so with pride.
- 4 Bullying, either verbal or physical, will not be tolerated under any circumstances.
- 5 Foul and abusive language will be dealt with severely.

### **Uniform**

- 1 The published list of school uniform requirements should be adhered to at all times.
- 2 Only styles and makes which are offered for sale in the official school suppliers shop will be allowed.
- 3 Hairstyles for both girls and boys should be of a practical acceptable nature.
- 4 Pupils with long hair should have it tied back and if ribbon or a clip is used, it should be red or black in colour.
- 5 After Games or PE, pupils should go home in full school uniform.
- 6 The Principal reserves the right at all times to determine whether a pupil's hairstyle/school uniform meets the required standard.

### **Jewellery**

- 1 No jewellery of any kind is allowed with the exception of wristwatches and studs for pupils with pierced ears.
- 2 Only one earring in each ear is to be worn.

### **Make up**

- 1 The wearing of make up in school and to and from school is not allowed.
- 2 Fingernails should be of a reasonable length and nail polish is not allowed.

## **Conduct around the school**

- 1 The front entrances are out of bounds for pupils (except in the case of fire).
- 2 When the bell rings at break and lunch times in the yard, all children should line up and stand still and wait to be brought in by a member of staff.
- 3 When using the stairs from the ground to upper floors, children should always keep to the left.
- 4 Access to, and exit from, the lower ground floors should be by the sports hall staircase (please note that the interior staircase to the lower ground floor is for staff only).
- 5 The field and playground at the back of the school (Mandale Park) is out of bounds unless permission has been given by the Principal or Assistant Headteacher.
- 6 Under no circumstances is litter to be placed anywhere other than in the litter bins provided.
- 7 Chewing gum or similar is forbidden at any time within the school.
- 8 Sweets and food should not be eaten during lesson times or on corridors.
- 9 When moving around the school, noise should be kept to a minimum.
- 10 Prefects' instructions should be obeyed without question.
- 11 Children are not allowed off the premises without written permission from home.
- 12 Mobile phones, when in school, are to be switched off at all times.

## **Lunches**

- 1 When the lunch bell rings, pupils should return to their own classroom.
- 2 All lunches should be eaten whilst children are seated in the Hall.
- 3 No lunches are to be taken outside.
- 4 Children should remain in the hall until permission has been given to go outside by a member of staff.
- 5 Noise should be kept to a minimum.

## Start and finish of school

- 1 The whistle is blown in the morning at 8.50 and pupils should line up in the yard and then make their way to their classroom when instructed to do so.
- 2 Children arriving after the whistle and registration will be considered late. They must then report to the school office. Persistent latecomers will be reprimanded by a letter being sent home to parents.
- 3 At the end of the school day, all children will exit by the rear entrance and leave by the front school gates.  
  
Should their transport not be immediately visible, they should return to the After School Club and wait there until collected.
- 4 Children who are travelling home via public transport should ensure that if they cross Manchester Road it is only done by the public pelican crossing.

## Out of bounds areas

- 1 Classrooms are out of bounds at all times without the permission of a teacher or prefect.
- 2 At the start of the morning and afternoon sessions, children may enter their own Form rooms to collect whatever they need for the session **but at no time should any pupil enter any other classroom without permission from a teacher or prefect.**
- 3 The staff room is out of bounds at all times. Children should knock on the door and wait.
- 4 The Assistant Headteachers's and Principal's office is out of bounds to all pupils unless invited.
- 5 Children should not play at the rear of the hall.
- 6 The caretaker's room and store are out of bounds.
- 7 Access to the school office should be by one single knock on the door.  
At all times stationery should be collected at break or lunch time.
- 8 The telephone is out of bounds at all times except with the express permission of the Principal or Assistant Headteacher.
- 9 Prior to 8.50, morning break and after lunch has been eaten, all children should be outside (unless the weather is inclement).

- 10 In the event of inclement weather, the school will be open from 8.30am and at break and lunchtime provided children remain in their classrooms and remain seated. They must have a suitable book to read or a quiet board game which can be played by 2/4 people.

## **Homework**

- 1 A homework timetable will be published annually and homework is compulsory for all children.
- 2 Any extra work set over the above homework by any member of staff should be completed as directed.

## **Text books and stationery**

- 1 Textbooks and stationery remain the property of the school.
- 2 Any lost or damaged text books will be replaced at the pupil's expense.
- 3 All exercise books should be filled completely before a new one is acquired.
- 4 Children who waste paper and lose exercise books will be charged accordingly.

## **Sanctions**

- 1 The Principal reserves the right to apply whatever sanctions he and the staff see fit to ensure adherence to the above rules.
- 2 If a detention after school is given, a minimum of 24 hours' written notice will be provided.
- 3 The Principal reserves the right at all times to exclude children from the school who do not conform to the rules and regulations as stipulated both in the above notes and in the school prospectus as it is published.

## **Absence**

- 1 Notification of the reasons for absence from school is required by law.
- 2 The school office should be notified by 10.00 on the first day of a pupil's absence.