

School Rules

Policy number	PS026 / ISI 09a
Applies to	Prep School
Endorsed by	Headmaster
Responsibility	Headmaster
Date reviewed	February 2020
Next review	March 2021

Valuable items – mobile phones, money, electronic games etc.

Valuable items should not be brought into School. On occasions where there is a necessity for this, the item or money should be handed to the Form Tutor or School Secretary for safekeeping.

Mobile phones (including notifications of social media and messaging on smartwatches) must be switched off during the school day. Personal music players or other electronic games should only be used outside the school premises. If any of these devices are brought into school, the School accepts no responsibility for loss or theft. Further information is available in the specific policy document for these items.

School Attendance

Boys are expected to attend School each day and play a full part in activities, including when selected for school matches. The school is required by law to register the boys twice each day, with a single registration on Saturday. Any requests for absence during the term must be put in writing to the Headmaster at least three days in advance. Only exceptional circumstances will warrant an authorised leave of absence.

School Uniform and Appearance

Boys should wear the appropriate school uniform in accordance with the school uniform guidelines. Trainers should not be worn except for sports and games activities.

Hair should be neat and tidy and of an acceptable style (not below the ears or collar, off the face and not over the eyes). Hair should be a uniform length, and any form of dyeing or use of hair gel etc. is unacceptable.

Jewellery should not be worn.

Breaktimes, lunchtimes, before and after school

The Prep School is open from 08.00. There is no official adult supervision before 08.00 so boys should not arrive at School until after this time.

Boys must remain on the School estate during the School day. After School, the Late Room is open from 16.15 until 17.45. Boys are allowed to play from 16.10 to 16.30. After 16.30 boys should go to the Late Room unless they are in a school activity. If not in a school activity, all boys still at school at 16:30 should go to the Late Room where there is supervision until 17.45.

Permission from the relevant Head of Year must be obtained if there is a need for a boy to go into town (permission from parents is also required). Boys must complete the signing out book in reception before leaving and on their return to School.

Boys in Y3-8 should not leave the School after 16.10 (e.g. to go to the shops) and return to the School Estate. This includes boys who are waiting for buses.

Areas which are out of bounds

At break times boys should be outdoors, in the defined areas. Boys should not be inside any of the buildings without permission.

The Recreation Centre and pond area are out of bounds, as is the cricket wicket on the Inky pitch and the cricket nets when unsupervised. Specific areas of the School Estate are out of bounds to some Year groups at certain times of the year. Boys will be informed about this as and when it occurs. Years 3-6 are not allowed to walk or play on the Inky Pitch unless during a School Games session.

Boys should move quickly and quietly between lessons, without running. They should keep to the right when moving around the school buildings.

Eating and drinking

In line with the School's healthy eating policy, only sandwiches, fruit, cereal bars or other healthy snacks are allowed and should be eaten outside during break times.

Nuts of any type must not be brought to school under any circumstances. Energy drinks, crisps, chocolate and sweets should not be brought to school at any time unless given specific permission. Chewing gum is not allowed under any circumstances. The only drink that boys should bring to school is water in a clear plastic bottle.

All boys must attend lunch. Boys must walk to the dining halls on the paved area.

Food and drink should not be purchased from vending machines until the end of school but boys are allowed to visit the School Shop to purchase uniform and equipment during break-times and lunchtimes.

Play/games

Rough play, including play-fighting, or playing overly physical games such as 'British Bulldog', or any other contact type games, is not permitted.

Boys are not permitted to play with cricket or hockey balls or hockey sticks when not in a supervised activity. On the all-weather only tennis balls (or small sponge balls) should be used.

Mini Soccer balls may only be used when the Inky Field is in use and may not be used on the all-weather pitch at any time. Cricket bats may only be used on the Inky Field (using tennis or other soft balls).

Belongings/lost property

All items of clothing and equipment should be clearly named.

Boys should make use of their locker and not carry all their books, equipment etc. around with them all the time.

Boys must not bring Tipex or other similar correcting fluids to School.

Bags etc. should be left in an appropriate place (e.g. lockers or tutor room).

No items should be left outside overnight. Items left on the School Estate will be taken to Lost Property.

Boys should not sell items to other boys at School.

Y3/4 Nash's and Tisdall's (Nash's Adventure Playground)

Boys are only allowed to use the play equipment at break-times and lunch time. The apparatus is not to be used before and after school.

Boys must play as safely as possible on and around the adventure playground. There should be no pushing or pulling, or any other actions that could endanger the well-being of other users.

The slide should not be used when it is wet or icy.

Boys are not permitted to play with bats, racquets or hockey sticks in the Nash's playground.

After-school Arrangements

Boys may play outside at the end of the school day while waiting to be picked up. If any boy has not been collected by 16.30 he must go to the Late Room in the Wells' Building.

The front door to Tisdall's is locked throughout the school day. Parents who have made special arrangements for pre or after school care with the Eagle House Housemaster must ring the doorbell upon arrival.

At lunch time, work/prep may be completed in tutor rooms except where tutor rooms are Science Labs or DT rooms.

Wells' Building specific rules

Boys should use the side door to enter and exit the building. The foyer is not for general use.