

WE WORK HARD

WE ARE KIND

WE ASPIRE



# Helena Romanes School Rules

**Our school rules are underpinned by our Community Code which promotes respect for yourself, others, property and our school. The school rules ensure that our students maintain the highest standards, acting as role models within the school and local community, and that our school is a safe place in which students can be successful.**

## 1. **Respect for others**

We expect all students to speak respectfully to any member of the school community and seek to be kind and thoughtful. For the safety, wellbeing and education of all, **students must follow all instructions from adults, without argument.** If reprimanded, they must listen and accept responsibility. Students must comply with any direction given by a member of staff immediately and without argument.

## 2. **Uniform** The uniform code is clearly stated, and students should adhere to it. These expectations include:

- a. Blazers to be worn at all times (unless directed by a member of staff or if summer uniform has been implemented)
- b. Skirts to be rolled down Shirts to be tucked in
- c. Ties to be worn
- d. Jewellery must only consist of stud earrings, watch and a ring
- e. No hoodies
- f. No trainers
- g. Coats may not be worn in the school building (but can be worn outside of the school building)

## 3. **Confiscated Items**

Jewellery, clothing that is not part of the school uniform, or other items may be confiscated and will be returned in line with our school policy.

## 4. **Hair**

Students may not dye their hair an UNNATURAL hair colour. Extreme hairstyles, dip dyeing, streaks and highlights are not permitted. It is important that long hair is well managed.

## 5. **Movement around school**

**WE WORK HARD**

**WE ARE KIND**

**WE ASPIRE**

All students must walk calmly and sensibly around the school site and ensure they are on time to registration, lessons and assembly. Students must hold the door open for other students and staff. There must be no running or shouting in the corridor.

## **6. Toilets and the Medical Room**

Students should use the toilet during break and lunchtime and will only be allowed to go to the toilet during lesson time if it is an emergency and permitted by a member of staff. In this situation, the student must be given a 'Corridor Card' from the member of staff. If a student needs to attend the medical room, they must be given permission by a member of staff and must be carrying a 'Corridor Card'.

## **7. School Property**

It is the responsibility of all students to ensure school property and the school environment is treated with respect. A charge towards the cost of replacement/repair of school property may be levied if it is judged that loss or damage has resulted as a consequence of irresponsible or negligent behaviour.

## **8. Mobile phones/airpods or similar devices**

Mobile phones/airpods or similar devices are not permitted on the school site inside the school gates. Any mobile phone seen or heard will be confiscated and will be returned in line with our school policy.

## **9. Punctuality and Absence**

All students are expected to arrive punctually to every lesson and should be ready to enter their registration room by 8.45am latest. All students are expected to attend school regularly as school attendance has a direct impact on student achievement. If students are absent, parents should notify the school using Class Charts on each day of absence. If a student needs to leave the school site for an appointment, notice must be given by a parent in advance and the pupil must sign out in the student reception..

## **10. Eating Arrangements**

Food must be consumed in the area in which it was purchased. When eating in a designated area, students must be respectful of each other and environment and not only ensure their own litter is put in the bin but help other students and staff to pick up litter.

## **11. Smoking / Electronic Cigarettes**

Helena Romanes is a no smoking/vaping site for all staff, students, and visitors. Smoking/vaping is expressly forbidden on the way to and from school. Students caught smoking/vaping, and students associating with smokers/those using vapes, will receive a sanction.

## **12. Travelling to and from the school**

Students must remember they are ambassadors for the school and that we expect them to maintain the highest standards of uniform and conduct in our school community. Any student bringing the school into disrepute will be sanctioned.