



St John's
School Billericay

School Rules

Senior School

Date: July 2020
Those Responsible: Mr A Angeli - Headteacher

To be reviewed: July 2021

St. John's Senior School

School Rules

2021/2021

The rules given below are for the well-being of the pupils.

1. A high standard of behaviour, manners and dress is required at all times. This includes whilst travelling by public transport and whilst in public places. Pupils bringing the name of the school into disrepute will be severely dealt with.
2. It is expected that all pupils will show respect to visitors, staff and to each other. Rudeness and bad language are unacceptable
3. Smoking, (including E Cigarettes) alcohol, drugs, solvents and other items of a dangerous nature e.g. pen knives, pellet guns, laser pens etc are strictly forbidden on School premises.
4. Bullying of any description will not be tolerated. (See St John's Anti-Bullying Policy)
5. Abuse of any technology will not be tolerated. (For further guidance see St John's website – School Rules for Internet Use / Responsible Internet Use / Laptop Computer Acceptable Use Policy 2011).

Contravention of rules 1-5 may lead to suspension or expulsion.

DIGITAL DEVICES

6.
 - If pupils need a mobile phone because of their journey to and from school, it must not be used once on school premises and must be handed to their form tutor during morning registration and collected at afternoon registration.
 - Phones are brought into school at the pupil's own risk and the school accepts no responsibility for them.

- Smart watches are not allowed.
- Should pupils need to contact their parents during the school day they must ask the School Office to phone on their behalf.
- If pupils are found using their phones then the phone shall be confiscated. Persistent offenders may lose their phone for up to a week (in due consultation with parents).
- iPods/MP3 Players, Nintendo DS/electronic games etc. are brought in at own risk and may be used at break and lunchtimes but not during form periods or any lessons.
- The taking of photographs, videos or recordings using mobile phones or other devices is not allowed on school premises or during school hours unless specific permission has been given, as this contravenes the data protection act.

UNIFORM

7. Pupils must be smartly dressed. Blouses and shirts must be tucked in. All ties must be tied appropriately and adjusted correctly at the neck, with the collar correctly fastened. Only plain white T-shirts (no logos) may be worn under a shirt. Blazers must be worn when moving around the school during lesson time. Girls and boys' shoes must be formal and substantial and of a traditional style, not resembling trainers.
8. Outdoor coats must be plain navy, black or dark grey and cover the school blazer; gillets are not acceptable. Scarves and hats must be similar colours.
9. Boy's socks must be dark in colour. Girls may wear navy knee high socks or navy tights. Over the knee socks are not permissible.
10. Hair gels, waxes and sprays should only be used in moderation. Hair is to be neat, with no extremes of style and colour. Pupils must not style their hair in a way which impedes their vision. Boys hair should be no longer than collar length. Long hair should be tied back for practical subjects. Hair bands should be neutral in colour, e.g. white, black, dark blue or brown and without excessive embellishments.
11. Make-up should be discreet for U4-U5 and is not permissible for U3 or L4. Discreet foundation, mascara and eye liner is all that is allowed. (Discreet is defined by the school as not drawing attention to the wearer). False nails (acrylic/gel/stick on) are not allowed during term time due to health and safety reasons. Only clear nail varnish may be worn.
12. Full P.E./Games kit is compulsory and should be worn to every P.E./Games lesson.

SCHOOL ROUTINE

13. Pupils may not enter the School buildings: before 8.45 a.m. unless for breakfast club; or at break-time without permission. During bad weather Senior school pupils may

use 'The Savoy'. It is not permitted for a pupil to stay in any room at break/lunch times without the permission of a member of Staff.

14. Pupils must wait quietly in a line until the teacher arrives.
15. **NO** ball games are allowed in the inner quadrangle or before school on the main playground.

CARE OF PROPERTY

16. Exercise books must not be decorated in any way (this includes rough work books and homework diaries).
17. Textbooks must be treated with care or will incur a replacement cost to the individual.
18. Desks or other furniture must not be marked.
19. Damage to school or other property must be reported immediately.
20. **Chewing gum is not permitted at any time on school premises. Contravention of this rule will incur a one hour after school detention.**
21. All uniform and personal property **MUST** be clearly marked with the pupil's name. Money brought into school must be placed in a clearly marked envelope before being handed in.
22. Lockers are provided for Senior School pupils. Each pupil must provide their own padlock.

23. At the end of School, pupils must leave the premises correctly dressed and in an orderly manner.

ATTENDANCE

It is a legal requirement that parents send their child to school. It is also a parental responsibility to ensure the child is on time for the school day. Any absences must be accounted for, by parents.

Holidays at St John's are generous and we expect holidays to be taken when the school is closed. Ten days discretion is allowed where there are exceptional circumstances.

If a pupil's attendance falls below 90% the school reserves the right not to enter the pupil for public examinations.