



WETHERBY

SENIOR

SCHOOL

Rules and Regulations of

The School

Primary person responsible for this policy: Mr D Lawrence

Job title: Deputy Head (Staff & Operations)

Last review date: June 2021 (Christine Pheiffer & Ruth Atkinson)

Next review date: June 2022

Relevant ISI coding (if applicable)

Circulation: This policy has been adopted by the governors and is available to parents on request. It is addressed to all members of staff and volunteers and applies wherever they are working with children.

‘Parents’ refers to parents, guardians and carers.



The Rules and Regulations of Wetherby Senior School

Scope of the School Rules

All boys have a responsibility to know and understand these Rules and Regulations. The Rules lay down important general aspects of behaviour required of every boy; the Regulations offer specific and detailed guidance.

All boys at the School of any age are equally bound by the Rules and Regulations; these apply throughout a boy's time at the School.

Boys are subject to these Rules and Regulations whenever their activities impact upon the reputation of the School or upon other boys. For example, boys are subject to these Rules and Regulations whenever they are in School uniform, travelling to and from School, within the vicinity of the School, or taking part in School activities.

Actions undertaken outside School which have an impact upon the School, or other boys, such as cyber-bullying or misuse of social media to bring the School into disrepute are also subject to these Rules and Regulations.

The School Rules

Any interpretation of the Rules and Regulations is the responsibility of the member of staff directly involved. Any matters not directly referred to in the Regulations will be covered by the principles defined in the following rules which underpin good conduct at the School:

- Boys must obey the law. Any form of law-breaking, wherever committed, jeopardises a boy's place in the School.
- Boys are expected to behave at all times with common sense, self-respect and consideration for others, and in a way that will reflect well on themselves and their School. All boys have a responsibility to help to create a happy atmosphere and a well-ordered way of life at School for all to enjoy.
- As an essential part of their education boys are expected to follow widely accepted conventions of good behaviour, to develop high standards of personal courtesy towards other boys, staff and visitors, and to take a pride in their ability to act in a civilised manner.
- Bullying of any sort is not permitted: a boy who bullies another jeopardizes his place in the School.
- Wilful damage to property is liable to severe penalty, and the costs of repair or replacement must also be borne by those responsible. Any form of graffiti is considered under this category.



- Smoking cigarettes or vaping is prohibited at all times in School or on School trips including on journeys to and from School. Boys in possession of cigarettes, tobacco products, e-cigarettes, matches, lighters or any other smoking materials in School should also expect a significant punishment.
- Boys who engage in any activity which might injure their health, or that of another boy, or which is anti-social jeopardise their place in the School. In particular, boys must take care to familiarise themselves with and follow the rules set out in the School's Drugs, Alcohol & Tobacco Policy or risk jeopardising their place at the School.
- Punctuality is crucial both to high standards of behaviour and to respect for others. Boys are therefore required to be on time, to attend all lessons and activities as required, and to honour all their commitments.
- Boys are expected to observe the dress regulations both when they are in School and when entering and leaving the School. This also applies on all School expeditions, unless permission is specially granted to do otherwise.
- Boys are expected to follow all school policies at all times.

The School Regulations

Regulations for punctuality, attendance and travel to and from School

- All boys must remain within the School buildings during the School day, from registration until the end of study or their after-School activity, unless they have permission from duty staff to walk between buildings at the lesson transition times, mid-morning break and after lunch at 1:45. 6th Form Students must abide by the 6th Form rules governing their access to the local area during lunch.
- All boys must enter and leave both buildings via the designated entries and exits unless accompanied by a member of staff.
- Boys are not permitted to use the shops or cafes in the local area at any time during school hours with the exception of the Sixth Form who may be off-site at lunchtime only.
- Boys must be on time for lessons and if they are late they must ensure that the member of staff has registered them as present.
- Areas within the School which are out-of-bounds to boys unless attended by staff include all areas used for maintenance and machinery; any laboratories; Art rooms; Music and Studio Theatre; the gymnasium, the kitchens and any offices.



- Boys who arrive after 08:25 are late, and must report immediately to the Reception to sign the late book. If a boy is late with good reason then his parent must provide details of the reason for his lateness or it will be counted in the Late statistics.
- Prior permission from the Deputy Head (Staff & Operations) is required for all absences from School, except in case of illness. Parents should confirm their son's absence owing to illness early the same day by a telephone call or email to the School Office using the address absence@wetherbysenior.co.uk
- Boys should not arrive in School in the morning before 07:30 unless travel arrangements make this unavoidable, in which case they should seek permission from the Deputy Head (Staff & Operations) and their tutor. Boys arriving before 8.00am or staying late after 5.20pm, and not involved in School activities of any kind, must occupy themselves in a quiet, responsible and orderly manner. Any boy staying in School beyond 17:20 must do so only with the permission of a member of staff. Unless boys attend an arranged activity they must leave School in a timely fashion at the end of their last lesson.

Regulations concerning Courtesy and Good Order

- Behaviour in corridors and classrooms should at all times be restrained and orderly, and show consideration for others. Ball games (except table tennis) are not permitted within the School buildings.
- Tutor Groups are responsible for keeping their rooms tidy and clean, and all boys should help to keep the School free of litter by using the bins provided.
- Food and drink should be consumed only in the Dining Halls.
- Chewing gum is not allowed in School.
- Any society, special event or publication or other activity organised by boys in the School, or with another School, must first secure the Headmaster's permission and have a teacher to act as sponsor. Posters or advertisements must first have the approval of a sponsoring teacher, and may be displayed only permanent noticeboards designated for that purpose.

Regulations for property and belongings

- Respect for property – including communal property – is essential if members of the School are to work together happily and to feel secure. Boys must therefore take pride in their surroundings and treat them carefully and with respect.
- Every boy should take adequate precaution to safeguard his own belongings. Money and any articles of value must not be left unattended in class or tutor rooms or elsewhere but stored safely in lockers, or given for safe-keeping to a teacher. Articles of clothing, kit and equipment must be clearly and indelibly marked. All items of clothing other than coats must be stored in lockers.



- Any loss or suspected theft of personal belongings, or any damage caused to personal or School property, must be reported immediately to the Head of Section by those responsible or by anyone who has knowledge of the event.
- Boys must follow the highway code when travelling to School and are expected to be responsible for their own safety.
- All boys in transit between the School sites should follow instructions as directed from the walk over policy.
- Scooters, bicycles and skateboards must be left in a designated location. No boy may travel to School via electric scooter without written permission from their parents and the agreement of the Deputy Head (Staff & Operations). Storing a scooter at School is at the owner's risk and the School will not be liable for damage or theft.
- No boy is permitted to drive to school by motor scooter or motorcycle.
- No boy has permission to use the school as a delivery address.
- Boys are not permitted to sell items to, or buy items from, other boys whilst in School unless this is part of an official School activity.
- The use of the School IT network and the use of mobile devices is governed by the School's policies. Each boy is expected to familiarise himself with the rules set out and sign the declaration which is counter-signed by parents.
- No boy may bring to School or carry any article that could be described as or used as a weapon, nor are boys permitted fireworks or incendiary devices anywhere on School premises.
- Boys may not gamble at any point during the school day.
- Bags should be left only in lockers, tutor rooms or on the bag racks.

Allergens Policy

- Boys are not permitted to bring in food or other products with nuts into school due to the risk of boys with allergy. Boys are not permitted to bring in birthday treats such as doughnuts for birthdays.

Regulations concerning Dress and Appearance

- No list of dress regulations can ever be complete in detail, and boys are therefore expected to follow them in spirit as well as according to the letter. High standards of personal appearance are expected, and dress should at all times be smart and clean. Unconventional or particularly fashionable styles – in clothing, shoes, hair or any other aspect of appearance – are not acceptable, jewellery, including piercings and make up must not be worn, unless with the agreement of the Deputy Head (Staff & Operations).
- Members of the 6th Form should abide by the rules governing 6th Form dress.



- Shirts must be red and white checked with a conventional plain collar.
- Ties must be one of the official School ties to which the wearer is entitled.
- Socks must be plain dark grey in colour, and shoes must be of plain black leather. Suede leather shoes, boots and trainers are not acceptable. Nike airforce one shoes and and style of trainer shoes are not acceptable, this includes leisure wear, not formal shoes.
- Overcoats or other outdoor wear should be dark in colour and without decoration including large logos. Cyclists may wear appropriate clothing, are encouraged to wear reflective bands and other protective gear - boys cycling to and from School must wear helmets.
- Scarves, hats and coats and headphones must be removed when entering the School buildings. Mobile phones should also be stored away.
- Only regulation School hooded sweatshirts are permitted as per the school's sports kit policy.
- Hair should be neat, tidy, clean, well cut and of a natural colour; it should be conventional in style, unostentatious, and neither too long (e.g. over the collar or over the eyes) nor too short (as a guide the use of No 1 clippers will produce hair that is too short). Hair gel (or similar preparations) should not be used to create extravagant hair styles. Boys are strongly encouraged to ask the Deputy Head (Staff & Operations) if they have any reasonable doubts about an intended hairstyle, and to act within the spirit as well as the letter of this requirement. Boys with unacceptable haircuts may be required to remain at home until they are deemed to be acceptable. No patterns may be cut into hair or eyebrows.
- Boys are permitted to have a beard if they are able to grow one. However, this must be fully grown at the beginning of a term or half term in order for it to be neat and full. Stubble is not permitted and if a boy starts the term clean shaven he must remain this way for the duration of the half term. The appearance of a beard must be neat and tidy. It is the subjective judgment of the Head of Sixth Form and/or Deputy Heads to define an acceptable appearance of a beard.

The following characteristics are not acceptable:

- designer stubble
 - beards of uneven growth
 - extended or longer beards. The maximum length of a beard is Grade 8 (25.5mm)
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- Separate regulations lay down what is the appropriate dress or kit for activities such as sports fixtures which can be found in the Uniform Policy. If on a school trip in their own clothes, boys are expected to wear sensible, conventional, smart casual clothes.