

# School Rules



## General Rules

- Everyone on the campus, including all students, is subject to the law and may face legal penalties if they break the law. Anyone breaking the law, or these school rules will also be disciplined by Stafford House.
- All students must visibly wear their lanyard and ID card at all times.
- Students must always obey reasonable instructions given to them by Stafford House staff.
- Alcohol is not permitted on our junior programmes for students of any age
- Recreational drugs, including solvents or “legal highs” are against the law and are not permitted. This will result in being sent home.
- All of our schools are Smoke Free. Smoking or “vaping” (using electronic cigarettes) is not permitted on our courses.
- Visitors must not be invited onto the site

## Attendance

- Students are expected to attend all lessons and activities, unless they are ill, in which case they must be supervised by their Group Leader or Student Welfare Officer.
- Being late for lessons and activities is not acceptable, nor is disruptive behaviour in class, which prevents other students from learning effectively. You will work with your teacher and classmates on the first day to create a class charter covering these rules.
- All students must obey the school curfew times. Students must not disturb others and must return to their own rooms before the curfew time. They must not leave their room after lights-out time
- Requests to be excused from specific activities must be agreed with the school welfare team and Group Leader
- During the school day students must stay within the school green zone (this will be shown to students during their induction)
- During free time (before or after school time, activities and meals), students may request to leave site in small groups (minimum 3 students). They must check-in and out with the student welfare team or Group Leader.
- During excursions, if appropriate, students will be allocated free time in small groups (minimum 3 students)
- For a summary of free time allowances please see the table below:

Free Time Allowance	Under 16 years old	16 years old+
Onsite (school time)	On request - must stay onsite	On request - must stay onsite
Onsite (free time)	1 hour of free time	2 hours of free time
Offsite on excursions	1 hour of free time	2 hours of free time

\*Free time privileges are based on respect for the school rules and may be limited if rules are broken

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## **Respect your school**

- Misuse of fire equipment or activation of smoke alarms will result in students being fined (students will have to pay compensation to the school).
- Vandalism will not be tolerated, and offenders will be made to pay for repairs.
- Any damages will be charged to the student(s) concerned. Students are responsible for their own areas, and if a culprit is not found, the people responsible for that area will each be charged a proportion of the cost of the damage.
- Students are not allowed to cook in their accommodation
- Misuse of any computer, laptop, mobile phone or mobile device/tablet to visit violent or obscene websites and/or to download offensive material is not allowed and is considered a serious offence.

## **Respect your community**

- Violent or abusive behaviour, including bullying, cyber-bullying or bad language, will not be tolerated. Please see the Stafford House Anti-Bullying Policy.
- Taking photos and recording videos of other people without their permission is not permitted
- Sharing of inappropriate or explicit images online or via mobile phones is strictly forbidden.

**Local school and accommodation policies (supplementary to this document) will be displayed onsite and feature in the school induction that all students will receive on their first school day**  
**All decisions regarding discipline will be made in line with the Stafford House Student Disciplinary Procedure.**