



REGENT HOUSE SCHOOL

Code of Conduct

Updated June 2014

Regent House School

📍 Circular Road
Newtownards
Northern Ireland
BT23 4QA

Contact Us

☎ 028 9081 3234
📠 028 9082 6646
✉ office@regenthouse.org.uk

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Regent House School is a thriving school community. We value all members of our community and aim to ensure that we all derive the greatest possible benefit from being here. Our code of conduct outlines how we expect everyone to behave and is designed to promote the principles, values and standards that are necessary for the harmonious and safe functioning of the school. It is therefore required that everyone at Regent House School:

- shows respect for themselves and for others (including their person, beliefs and property);
- shows respect for the environment;
- is honest, tolerant and courteous;
- acts in a way which promotes the academic, personal and social development of the pupils and staff;
- respects the rights of all members of the school community;
- upholds the responsibilities which reflect the caring and supportive ethos of the school;
- observes the particular rules which are designed to ensure our safety and wellbeing.

SCHOOL RULES

1. You are expected to attend regularly. On the day of return after an absence, pupils must bring a note from their parent or guardian stating the exact period of absence and the reason for the absence.
2. You must remain in the school grounds during normal school hours unless you have permission from an authorised member of staff to be elsewhere. Pupils in 6th Form may leave school at lunchtime. The School accepts no legal liability for any pupil who leaves the premises without authorisation.
3. If you are injured or taken ill during school hours, go to Matron's Room or the School Office. Do not go home before the end of the day or leave the school premises without permission from an authorised member of staff. Do not phone your parents directly. If there is a problem contact your Year Head.
4. You are expected to attend punctually. This applies to registration at the start of the day and to all classes thereafter.
5. Good behaviour, and consideration for others, is expected from all pupils both in and out of school.
6. Classes waiting for the arrival of a teacher should stand quietly in the corridor until their teacher arrives.
7. For health and safety reasons pupils should walk on the left hand side of the corridors and stairs.
8. Physical violence, aggressive or threatening behaviour of any type is a serious matter and will not be tolerated. If you witness any confrontation, report it to a member of staff.
9. Any form of bullying is unacceptable. Taunting and verbal or physical abuse, whether inside or outside the classroom, and other forms of victimisation are

totally against our ethos. Always inform a member of staff if you feel you are being bullied or if you see or hear about anyone else being mistreated.

10. Dangerous implements (e.g. knives, lighters, matches, laser pens, fireworks) must not be brought to school.
11. Pupils should not be engaged in smoking, drinking, drug taking or gambling on school premises, in school uniform or at any other school activity. Consequently you must not have in your possession tobacco, e-cigarettes, alcohol, solvents or drugs.
12. School uniform must be worn in school, when travelling to and from school, and on other occasions as required when representing the school. Pupils travelling to and from games venues should do so in their school tracksuit.
13. Pupils must be neat and tidy and present themselves in accordance with the school's dress code.
14. Mobile phones must be switched off and placed in lockers during the school day. Pupils using mobile phones on the school premises will have them confiscated by a member of staff and the pupil placed in detention. Personal music and personal gaming systems may be used at break times (if they do not have a photographic facility).

If pupils need to contact their parents during the school day they may use a telephone in the school office or contact the Head of Year if the call is of a private or confidential nature.
15. Photographs or moving images of pupils and staff may only be recorded if permission has been given by an authorised member of staff.
16. Money and all articles of value should be kept in your locker (**especially during PE or Games**). The School, while taking all possible precautions and safeguards, cannot accept responsibility for articles lost by pupils. **It is better to leave valuable items at home, especially on a day when you have PE or Games.** All articles of clothing and books must be clearly marked with the owner's name.
17. You are expected to help to maintain the good condition of the School buildings and equipment. Pupils or parents must pay the full cost of wilful damage to School property.
18. Chewing gum is not permitted.
19. During break and lunchtime all pupils in forms below 6th Form must go outside the building unless attending an authorised activity. In the event of inclement weather pupils may remain indoors, but good behaviour and consideration for other classes is vital. Ball games are permitted in designated areas only.
20. Drinking water is allowed in class unless your teacher states otherwise.
21. Food purchased in the Dining Hall should be consumed in the Dining Hall.