

THE GREY COAT HOSPITAL

Code of Conduct Years 10 & 11

At The Grey Coat Hospital we expect the very highest standards of behaviour from everyone in the school community: it is important for students to respect themselves, those around them and their environment. Every Grey Coat student should behave at all times with *generosity, courtesy and honesty*.

Arrival to school

- All students should arrive at school in full uniform by 8:25am. Registration in form rooms will be at 8.30am. Students should have gone to their lockers in plenty of time to be in their form room no later than 8:30am. Any student who arrives to school without her blazer will be given a 30-minute detention on Friday after school. If a student continues not to wear full school uniform, her parents will be contacted and it may result in the student being sent home to change into her correct uniform or an internal exclusion from lessons.
- Any student who arrives late to school should wait outside until Mrs Moore calls her into the school to enter her name into the late book, note the lateness into her school diary and issue her with a late slip. Once admitted into school, she should make her way immediately to assembly or her form room.
- Upper school students who are late for school twice in one week will be given a thirty minute detention on Friday after school (every additional late adds another thirty minutes to the detention).
- Students who arrive after 9am must report to the receptionist and Mrs Moore will be called to issue a late slip to give to their class teacher. Students who arrive after 9am because they are late to school will automatically be given a one hour detention on Friday and will be gated at break and lunch on the same day.

Break time

- All students should remain in the St. M's building unless they have a lesson at the other site. Any student who leaves the building at break time without permission will be sanctioned; for upper school students this will mean they will automatically lose the privilege of going out for lunch for an indefinite period.
- All students should go to the toilet or lockers during the break period. When the bell goes for the end of break, no student will be allowed to enter the locker area. A senior member of staff will monitor this area each break time.

Between lessons

- Students should move immediately to the next lesson. Students should not enter the locker / toilet area between lessons. Any student who obtains permission to go to the toilet during a lesson will be given a half an hour detention on Friday.

Lunchtime

- It is a privilege for students to go out for lunch and is based on trust in students' behaviour. Any student involved in a disciplinary incident at lunchtime will automatically lose the privilege for an indefinite period.
- Year 10 students are allowed out at lunchtime to purchase food from Vauxhall Bridge Road (must not cross the road) whilst Year 11 students with a pass are allowed to Strutton Ground; this is a privilege and any problems could cause a Year group ban. Students are not allowed to get a bus to Victoria or to walk to Victoria Street. All students who go out for lunch must return by 1:40pm without

any food or drink. Students are never allowed to eat in a classroom. Students are allowed, however, to drink water in lessons with permission from staff during lessons except for laboratories.

- Students who have a lesson in the afternoon in St. A's should not leave St. M's until 1:30pm unless they are attending a lunchtime club. Students should return to St. M's for lunch even if they have lessons before and after lunch at St. A's.
- Any student who is late back into school after lunch will automatically get a 30-minute detention on Friday after school. Any repeating offenders will lose the privilege for an indefinite period.

After school

- Students are not allowed to go to Victoria Station or Victoria Street unless they have been issued with a pass from Mrs Pickard once the parental request form has been completed. Students should refer to the separate transport letter for additional information.

Reminder of general rules

- Mobile phones must be switched off before students enter the building and must remain switched off whenever students are on the school premises regardless of whether lessons have started or finished. Mobile phones will be confiscated if they are seen, used or heard (including vibrations) by a member of staff in any part of the school premises. Confiscated phones will be kept for five school days and cannot be collected by a parent until the sixth school day.
- Only plain small gold or silver studs (one in each ear lobe) and a simple chain with a crucifix are allowed as well as symbols from other religions. Staff can confiscate all other jewellery (including charity bands) worn by students in or out of school whilst they are in school uniform.
- Students should not wear any jacket or coat other than their school blazer to school until a written notice is issued during the winter period. Non-uniform jackets will be confiscated for the rest of the half term.
- Students who wear non uniform scarves, hats or gloves or hair accessories will have them confiscated for a week.
- Students who wear non uniform shoes will have their parents directly contacted by the Head of Year. Students should never wear canvas or boot-type shoes. Persistent offenders will be internally excluded from lessons.
- Students are not allowed to chew gum in the school building. Students caught chewing gum will do litter duty at lunchtime.
- Students are not allowed to wear acrylic nails and will automatically be internally excluded from lessons until the nails are removed.
- Students should all have their own locker which are needed for storage of books and equipment and are essential during examinations. Students who leave their DT and Art folders unattended in the locker area will get community service and a half an hour detention on a Friday.
- Students who dye their hair, or wear hair extensions that are, an unnatural colour will be internally excluded from lessons until the hair is changed back.
- Students should always wear school skirts that are knee length.
- Students who wear make up or nail varnish will have to pay for wipes to remove the make up or varnish. Repeat offenders will be given a half a hour detention on a Friday and if a student persists she will be internally excluded from lessons.