



Student Behaviour – General Rules

Introduction

Although we expect you to work hard we also want you to enjoy your life here as much as possible. This is probably easier in a small school like Bedstone College where everyone knows everyone else but, in order to help things run as smoothly as possible, we ask that you follow the rules set out below.

Each of these rules is made for a very good reason, and in most cases the reason will be quite apparent to you if you think about it. There are rules about safety which will be enforced very strictly, and rules concerning manners are also important, because outsiders will judge you and the College by your behaviour and your general appearance. Some rules are intended to safeguard College property, and these all have to be kept carefully so that money (yours and your parents) is not wasted on excessive repairs and replacements.

Co-educational Morality

Bedstone College has been co-educational for a long time; and it is important that a happy and healthy relationship exists between the boys and girls at the College. Your moral well-being is a high priority in our community, and students must be aware of what is expected from them. A fair guide-line to behaviour is that if your parents would disapprove of what you are doing then you know your actions are wrong. Similarly with language, if you use bad language which would not be acceptable from you in the presence of your parents, then you know you should not use it.

General Conduct

Teachers are here to help you; do all you can to co-operate with them.

Try to make the best possible use of your spare time by joining in with the wide variety of activities that we offer.

Keep this booklet readily available for reference when needed.

Specific rules, as well as examples of behaviour (appropriate or inappropriate) are outlined in a number of policies approved by the governing body and can be found on the College website, or by request. Examples are listed below:

Discipline, Sanctions and Rewards
with related policies such as;

Anti-Bullying
Child Protection
e-safety
Equality and Diversity
Missing Student

General rules of behaviour and appearance

It is important that you take a pride in your appearance and your behaviour. Wherever you are, and whatever you are doing you are a representative of Bedstone College and others will judge you, and us, by all that you do.

You are required to wear correct college uniform and to wear it properly at all times as directed.

All items of clothing must be labelled with your name.

Act towards others as you would like them to act towards you. Kindness and courtesy are expected.

Bullying is defined as someone deliberately making the life of someone else miserable. Any form of bullying will not be tolerated and will be punished. Bullies may be permanently excluded from the College.

Bounds (Where you can and can't go)

You must know the College bounds and keep to them. Girls are not to go into the "spares" and boys must not enter into the 'girls only' area including Bedstone House woods.

You are not to go off the College campus without the specific permission of a member of staff and you must have signed out at your house and know the time at which you have to return.

Bucknell village is out of bounds. The road at the front of the College is very dangerous and no student may walk or ride a bicycle along it.

No student may be at the rear of the College (the 'long walk'; surgery and music school area and beyond) after 18.30 hrs unless going to practice music.

Safety in buildings

Do not run in any building (except the sports hall when required to!).

You must not lean out of windows, nor sit on windowsills. Talking to people through open windows is not approved of. If you wish to talk to someone – go to them do not shout through a window at them.

You must keep away from all fire control panels. The area in Bedstone Court which houses the fire control panel is out of bounds You must not tamper with any electrical equipment. All personal electrical equipment may only be used if it has been tested and declared safe by the College electrician.

You are not allowed to be in the Science laboratories, Sports Hall or other dangerous areas without a member of staff, or other person designated by a member of staff, being present

Personal safety

Do not bring into College anything which could cause harm to you or to another student. The possession of knives and other potential or actual weapons are specifically prohibited.

Smoking is not allowed. Any student caught smoking, or in the company of someone smoking will be fined £20 and a letter sent to parents in the first instance.

Persistent offenders may be required to see the College sister and undertake a treatment of "patches", the cost of which shall be deducted from pocket money. If the offender continues to smoke it is possible that they will be asked to leave the College.

Alcohol: Any student consuming alcohol, purchasing alcohol, in possession of alcohol or involved with alcohol in any way without the permission of their houseparent will be suspended.

Drugs: Any student found to be involved with illegal drugs, or legal items made with the specific purpose of achieving a 'legal high', in any way, is likely to be permanently excluded from the College and the Police informed.

No student may be in possession of medicine. All medicines must be given to the College Sister who will dispense them either from surgery or through houseparents.

Internet and the computer network: All students are required to be familiar with the College's computer network and internet policy. Failure to comply may mean the loss of both internet and network accounts.

Leave out

Weekend leave out is after the last activity on Saturday (Friday for Junior School) and return on Sunday evening.

Permission for weekend leave must be obtained in writing from parents by Thursday evening. Students travelling with someone or staying with people other than their parent's must have the written permission of both their parents and the adult who has invited them.

There are special arrangements for VI Form Students who wish to leave the college site on a Sunday or for a meal on a Saturday evening.

The College does not generally permit boarders to attend teenage parties during term time.

All students must check the calendar to make sure that they return to College on time for any required function or if returning from holidays they must report in by the published time.

Mobile phones and school phones:

You are responsible for the safety and security of your mobile phone. All day students have lockable lockers and all boarders have lockable areas. The College cannot accept responsibility for loss or damage of a student's mobile phone.

Mobile phones can only be used at such times as students could use their house phone. Mobiles will be confiscated (for a stated period) if this rule is broken.

Videos etc.

No video, VCD, DVD or DivX outside your age group may be watched. Any video, picture disk, or movie file brought into College may only be shown with the specific permission of the houseparents. Viewing or sharing of inappropriate material will be viewed as a disciplinary matter.

Money

With the exception of the tuck shop, you will have little need for money when you are around school. Therefore no student should not have more than £10 on them, and day students do not need more than £1 per day. Any larger sums must be deposited with the houseparents and collected when needed.

Prep (Homework)

Silence is to be observed in prep at all times. You must put your hand up should you require to ask a question of the duty member of staff, prefect or monitor. Any students wishing to work in a specialist area during prep must obtain written permission from a member of staff

Co-education

Bedstone College was one of the first schools in the UK to be fully co-educational. The way we behave towards each other is important. A good guide to behaviour is that if you know that either your parents, or the Headmaster, would object to what you are intending to do then you should not do it!

We have what we call a “6inch (or 15cm) rule” – which is the minimum distance of approach between any two people of any gender. It is not observed with a ruler but it is observed in spirit.

Property

Very few of the things you possess are yours – they were bought by your parents for you and you do not have the right to sell them to any other student. Neither may you buy things from any other student.

Any damage to College property must be reported to the duty person or Houseparent. Repair for deliberate damage will be charged to the offender.

Jewellery

Girls can only wear one set of earrings and they are to be single studs (worn in the lower lobe only). One ring may be worn. No other jewellery is allowed.

Sixth form boys may wear a signet ring. No other jewellery is allowed.

No Jewellery may be worn for games or in sport or Design Technology lessons or in any other lesson where, for safety reasons, you are required to remove it.

Hair styles

Students are not permitted to dye their hair in shocking/unnatural colours

Extremes of fashion are not permitted and neither is the cutting of hair in two discreet and noticeable lengths.

General:

This list of rules is not, nor ever can be, exhaustive – but provided that you use your common sense and ask a member of staff about anything about which you are unsure, you will find that there is very little else that you need to know. Each of the boarding houses have their own set of rules, dependant on location and age. These rules will be published by the respective Houseparents. Students are expected to observe these rules. Rules are reviewed on a regular basis.

The more that you put into life at Bedstone, the more you will gain from it. Make sure that you are determined to give of your best and enjoy the success that comes from being the best that you can be.

Reference should be made to the Discipline, Sanctions and Behaviour Policy on the website

The code of conduct and available sanctions should be known and understood by Governors, parents and students.

Staff Guidance

Evidence of a student's minor misbehaviour assembled over a period of time is as indicting as any example of major misconduct.

If, as a last resort, a student is asked to leave a room, they should not be left outside for more than a few minutes.

Students should not just be sent to senior colleagues without the situation first being discussed with the tutor/houseparent.

Class punishments are rarely appropriate and never effective.

Referral Forms

These are available in the envelope file in the staffroom.

A teacher who completes form should pass it student's tutor and houseparent. A copy must be given to the Deputy Head who will then complete the form to include all relevant details such as punishment and counselling records prior to copying the details to the relevant teacher, tutor, houseparent whilst also placing copies in the student's and Deputy Head's files.

John Lynch – Deputy Head 2014
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