



KING EDWARD'S SCHOOL
BIRMINGHAM

RULES AND
REGULATIONS

2016

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The School Rules and Regulations are designed to reflect the principles described in the Code of Conduct (which is published in the termly Directory) and to help school life to run smoothly. Each boy's parents must undertake that he will conform with the Rules and Regulations. It is expected that all members of the school will, by their consideration for others and by their manners, behaviour and appearance, contribute to the happiness and good name of the community.

RULES

Registration and Assembly

All boys attend Registration with their Form Tutors at 8.45 a.m. and at 1.55 p.m. Special arrangements apply for games and Friday afternoons. All boys must attend Assemblies, House meetings and Form meetings.

Boys who miss Registration must sign the Late Book in Reception. If a boy who is late for Registration can get to the appropriate Assembly he is expected to do so.

Absence

On return from **any** absence a boy must hand in to his Form Tutor a note from his parents which states his name, form, period of absence and the reason for it. Or parents can email the Form Tutor.

On the morning of a boy's absence – and every day thereafter - parents should telephone 0121 472 1672 before 10.00 am to inform the school.

Boys who are prevented from attending school in the morning because of illness are not normally allowed to compete in House or School competitive activities on that day.

Permission to be absent for any cause other than illness must be obtained from the Chief Master at least **ten days** in advance.

Permission is not normally given for boys to be away from school for holiday purposes. Parents who wish to make a request for an exception to this rule must do so in writing preferably a term in advance.

Uniform

All boys wear the school uniform at school and on their way to and from it. The uniform consists of black shoes, grey trousers (not cords or jeans), a blue or white shirt, and the school tie and blazer. Pullovers or waistcoats should be navy blue and have a 'V' neck so that the tie is clearly visible. Cardigans and sweat-shirts are not acceptable. Brightly coloured socks are not allowed. Jewellery is not to be worn.

The kit prescribed by the Teacher or Coach in charge must be worn for all games, for Friday afternoon activities, and in the Sports Hall and Squash Courts.

All clothing, games kit, bags and coats MUST be clearly marked with the owner's name.

Boys involved in certain activities on Fridays may be given permission by the Teacher in charge to come to school on Friday morning in the appropriate kit rather than school uniform. All CCF boys must wear school uniform to and from school unless they are delivered to and collected from school by car. Boys may however change from school uniform into smart CCF uniform at break, using the changing rooms. They should not leave their valuables in the changing rooms, storing them securely in their lockers.

Boys involved in certain Wednesday games activities may be given permission to come to school in the appropriate kit under a school tracksuit.

Representing the School

Boys who are selected to represent the school in any activity are expected to do so whether the event occurs on a school day or at the weekend.

Transport

- a) Boys travelling to school by bus from the City must alight at Edgbaston Park Road (not at Eastern Road) and cross Bristol Road on the pelican crossing.
- b) Boys may cross Edgbaston Park Road only at the pelican crossing, when showing green.
- c) Boys using the special buses must queue in the prescribed place in an orderly fashion, and remain on the paved area until getting on the bus.
- d) No boy may bring a car onto the main KES site.

- e) Boys travelling to and from school by bicycle must wear a helmet and ensure their bicycles have working lights. All bicycles must be securely locked in the cycle sheds.
- f) When travelling in a school minibus **all seat belts must be fastened** before the vehicle sets off.

Litter

Boys must keep the school tidy by not dropping litter and by picking up any that they see on the ground.

Discipline

- a) **Any boy who participates in an action which is outside the law whilst under the responsibility of the school will be regarded as having committed a serious breach of school discipline. This may result in exclusion from the school. Any behaviour outside of school which is deemed to bring the school into disrepute will be treated as a serious disciplinary offence.**
- b) Smoking is not allowed at school, coming to and from school, on school outings or when wearing school uniform.
- c) Public Houses are strictly out of bounds. It will be regarded as a serious offence for a boy to bring any alcoholic beverage or illegal drugs on to school premises or with him on school outings or activities.
- d) Misbehaviour on buses, trains or in any other public places is a serious offence.
- e) Any infringement of the School's Acceptable Use of Computers policy is likely to be regarded as a serious offence. Inappropriate use of personal mobile phones may also be deemed a serious breach of discipline. No photography or videoing may take place without a teacher's permission.
- f) Rudeness or lack of consideration for any employee of the School will be regarded as a serious offence.
- g) Boys in Shells, Removes and Upper Middles may **not** leave the school site between 8.45 a.m. and 4.00 p.m. (3.20 p.m. on Friday) except that boys may go to the Eastern Road Sports Ground without such permission and must use the crossing at the bottom of Edgbaston Park Road. Boys in Fourths and Fifths may only leave the school site between those times with good reason and with the permission of their Form Tutor. **Permission to travel into the City Centre will be given only in special circumstances and with written parental consent.** Any boy leaving the site unaccompanied by a member of

staff during the school day must sign the register in Reception before leaving the premises and on his return. Boys in the Divisions and Sixth Form may not leave the site during study periods unless these study periods are at the end of the school day.

- h) The following places are out of bounds except to boys who have specific authority to be there: King Edward's High School for Girls' grounds, the Nature Reserve and Botanical Garden, the Groundsman's yard, the Swimming Pool and the Sports Hall.
- i) No boy may interfere with another boy's locker, bag, or games kit. Bags and coats may be left only in the approved places.
- j) Any damage to school property must be reported **immediately** to the Form Tutor.
- k) It will be regarded as a serious offence for boys to carry knives, chemicals, lighters or matches with them in School.
- l) Boys must not run or slide in the corridors, and must keep to the left. They may not wear studded boots in school.
- m) The consumption of food and drink is **not** allowed in form rooms. Eating and drinking are allowed in the Dining Hall and the Upper School Common Room.
- n) Board or table games may be played at appropriate times at the discretion of the Teacher in charge of the Form room. **Gambling, bartering or trading of any sort is prohibited.**
- o) Form rooms may not be used for changing, nor for the playing of musical instruments unless a teacher has given permission.
- p) Boys may not play on the South Field without the permission of the Head Groundsman.
- q) Boys entering or leaving school must keep to the drives and pathways provided and are expected not to trample on the grass surrounds of the school.

Detention

Boys in the Removes and Shells may incur a Junior Detention on a Thursday from 4.20 p.m. to 5.00 p.m. Boys in Upper Middles, Fourths and Fifths may incur a Middle School Detention on a Thursday from 4.20 p.m. to 5.00 p.m. For more serious offences or shortcomings in his work a boy may incur a Chief Master's Detention which takes place at 9.30 a.m. on a Saturday morning. Those detained are dismissed at 11.30 a.m. Boys must be prompt and must wear full school uniform for all detentions.

REGULATIONS

Bags and cases

These should be clearly marked with the owner's name. If possible they should be kept in lockers or left in the Form Room outside lesson time.

Coats

Coats should normally be left in lockers.

Eastern Road

When going to the Eastern Road grounds for games, boys must use the crossing at the bottom of Edgbaston Park Road.

Lockers

Lockers are allocated at the beginning of the Autumn Term. Each boy must produce his own padlock. Spare keys may be deposited with the Form Tutor.

Locking up

All boys must be off the school site by 6.00 pm unless involved in a supervised activity. The School will be locked at 7.00 p.m. Exit between 4.30 p.m. and 6.00 p.m. must be via the main door.

Lost Property

Items of uniform and P.E. and games kit abandoned anywhere in the school will be taken to the Lost Property room. Owners may claim their property from the First Aid Assistant who administers Lost Property. Valuable items such as phones and wallets are handed to the Deputy Head (Administration).

Notices and Advertisements

Notice boards exist primarily for the advertisement of school events and may not be used for other notices unless permission has been obtained from the Deputy Head (Administration). Notices must not be larger than 40cm by 30cm (A3 size), and must be displayed only on the **boards** provided.

Valuables

When changing for P.E., games etc. boys should either leave valuables locked in their lockers or ask the teacher or coach to lock them away securely. If the activity takes place in the Sports Hall or Swimming Pool, boys may take their valuables with them into the activity area.

Parents are recommended not to permit boys to bring large sums of money, or valuable items, to school.

Parents are strongly advised to insure their son's possessions as the school cannot accept responsibility for losses.

OTHER REGULATIONS

Regulations governing the use of the Science School, the Upper School Common Room, the Sports Hall, the Library, the Computer Rooms, the Shooting Range, the Swimming Pool and the Pavilion are posted at the appropriate places by the respective teachers in charge.