



**KING EDWARD'S SCHOOL  
BIRMINGHAM**

# **RULES AND REGULATIONS**

**2020-21**

## **RULES AND REGULATIONS**

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 am and at 1.55 pm. 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**

##### **Absence through illness / medical appointment**

If your son is unable to attend school through illness, it is essential that you should call the School (0121 472 1672) on the first morning of his absence - and every day thereafter - before 10.00 am. When your son returns, it is equally important that you should email his Form Tutor clarifying the reason for the absence.

Please ensure that you follow the guidance regarding public health and school attendance.

Please also contact your son's Form Tutor regarding absence for medical appointments. We ask that routine dentist appointments are made during the School holidays.

##### **Other absences from school**

The School appreciates that there may be other circumstances where an absence is unavoidable. Requests for such absences should be made to Debbie McMillan (Deputy Head Pastoral) ([dem@kes.org.uk](mailto:dem@kes.org.uk)). Parents are strongly discouraged from making requests for absence for reasons of personal convenience.

#### **Uniform**

All boys wear the school uniform at school and on their way to and from it. The uniform consists of black shoes, black trousers (not cords or jeans), a white shirt, and the school tie and blazer. The school uniform navy pullover is optional. Non-uniform pullovers, cardigans and sweat-shirts are not acceptable. Brightly coloured / white socks are not allowed. Jewellery or tattoos are not permitted.

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.

**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. See separate guidelines for Friday Afternoon dress.

#### **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 on foot should enter and leave the School site via the pedestrian access gates only.
- d) Boys using the buses must queue in the prescribed place in an orderly fashion, and remain on the paved area until getting on the bus.
- e) No boy may bring a car onto the main KES site.
- f) 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.
- g) 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 or the use of e-cigarettes ('vaping') 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, illegal drugs or stolen property 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 to Fifths may **not** leave the school site between 8.45am and 4.00pm (3.20pm on Friday) - except that boys may go to the Eastern Road / Southall Pavilion \ Lloyds Bank without such permission but must use the crossing at the bottom of Edgbaston Park Road. 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. 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.
- 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 Halls.
- 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 or weapons, chemicals, lighters, matches or any smoking or vaping paraphernalia 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.
- 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.
- r) It will be regarded as a serious disciplinary offence if boys do not comply with all public health rules as directed by the school.

### **Detention**

Boys in the Shells to Fifths may incur a Midweek Detention on a Thursday from 4.10pm to 4.50pm. Divisions and Sixths may be detained in Upper School Extra Study on a Tuesday or Thursday 4.15pm – 5.30pm. For more serious offences or shortcomings in his work a boy may incur a Masters' Detention which takes place at 9.30am on a Saturday morning. Those detained are dismissed at 11.30am. 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, left in the Form Room or a designated bag store outside lesson time.

### **Coats**

Coats should normally be left in lockers.

### **Mobile phones**

Separate guidelines are published governing the use of mobile phones in School.

### **Eastern Road / Southall Pavilion / Lloyds Bank**

When going off main site, 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 provide his own padlock (can be purchased from the science technicians). Spare keys may be deposited with the Form Tutor.

### **After School arrangements**

If not involved in a supervised activity, boys may only be in the library from 4.15pm – 6.00pm. All boys must be off the school site by 6.00pm unless involved in a supervised activity. The School will be locked at 7.00pm.

### **Lost Property**

Items of uniform and PE and games kit abandoned anywhere in the school will be taken to the Lost Property room. Owners may claim their property at lunchtimes from the First Aid Assistant who administers Lost Property. Valuable items such as phones and wallets are handed to the Deputy Chief Master.

### **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 Chief Master. Notices must not be larger than A3 size, and must be displayed only on the **boards** provided.

### **Valuables**

When changing for PE, 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 laboratories, the Upper School Common Room, the Sports Halls, the Library, the Computer Rooms, the Shooting Range, the Swimming Pool and the Pavilions are posted at the appropriate places by the respective teachers in charge.