



THE
KING'S SCHOOL
CANTERBURY
JUNIOR KING'S

Parental Version of the Junior King's School Rules

Responsible Person: Head of Junior King's

Latest Review Completed: September 2024

These rules are in place to ensure that the whole school community stays safe and secure. It is important that every member of the community knows exactly what the rules are and that they are regularly discussed and ideas about them are shared. We also have the School Values and Golden Rules which focus on how we should treat each other and how we should behave towards all members of the community.



ABSENCE

If your child needs to be absent from school for medical reasons, please inform the Front Office and your child's form tutor. For any other absences, permission from the Head needs to be given by email in advance.

BREAKS

Children are expected to be outside during break times unless they are in Years 5-8 and have permission to use the Library or Music School. From the second half of the Autumn Term to the end of the Lent Term, during morning and afternoon breaks, Year 8 pupils may sit quietly in the Dining Room. During wet breaks, all pupils are expected to remain in their Form Rooms.

BUILDINGS AND SCHOOL GROUNDS

There are guidelines for each building (e.g. the laboratories, Sports Hall and other specialist areas). Use of the Orchard is limited to quiet activities. Ball games should only be played outside on the fields, in Junior House garden (Years 3-4) or on the astro. Table tennis and basketball may be played in the designated areas.

COURTESY

Good manners, respect and positive language are very important at Junior King's. Good manners are rewarded and valued; poor behaviour and unacceptable language will be challenged.

DAMAGE

School property must be treated with care and respect. Accidental damage should be reported immediately to a form tutor or another member of staff. Deliberate damage to school or an individual's property will be charged to those responsible. Pupils should not borrow other people's property without permission.

POSITIVE DISCIPLINE

At Junior King's, we look to celebrate the positive with a variety of rewards. Sanctions are applied if necessary (*see Positive Discipline and Behaviour Policy*).

DRESS AND APPEARANCE

School uniform should be worn at all times during the school day. Clothes must be clean, neat, tidy and in good condition. All items of clothing should be named. Trainers should only be worn when playing outside on the grass or the astro. Children are not allowed to wear jewellery without specific permission, with the exception of plain stud, gold or silver earrings. Watches and earrings must be removed before participating in sporting activities.

FOOD

Sweets and cakes should not be brought to school without specific permission from a member of staff. They must not contain nuts; we are an allergy aware school. Boarders' tuck arrangements will be organised by the boarding house staff. Chewing gum is not allowed. Food and drink should not be removed from the Dining Hall or consumed around the school.

HAIR

Hair styles must be neat and tidy. Long hair must be tied back with plain navy, black or brown accessories. Pupils must not dye or shave their hair.

HEALTH AND MEDICATION

All medicines should be handed into the Health Centre; the nurses will dispense them at the correct times. Some children who are required to carry inhalers or EpiPens etc. will be given specific guidance from the nurses.

MOBILE PHONES AND SMARTWATCHES

At the start of each academic year, all pupils and parents are required to read and sign the school's *Mobile Phone and Smartwatch Policy*.

Pupils in Pre-Prep and Years 3-8 are not permitted to have mobile phones in school unless they have been granted exceptional permission (if they are boarders, for example, or if they travel to school on public transport). In these circumstances, phones are stored in the Staff Room during school hours.

Boarders' phones will be stored on the boarding floors and used only at those times permitted by the house staff. Boarders will also sign the *Boarders' Mobile Phone Agreement*.

All phones brought to school must be clearly named and protected with a PIN.

Mobile phones will only be permitted on certain school trips. Parents will be informed.

Smartwatches are not permitted at Junior King's.

OUT OF BOUNDS (AREAS WHERE PUPILS ARE NOT PERMITTED)

The following areas are out of bounds without a member of staff's permission:

- any place beyond the limits of the school boundary
- the River Field and river banks (pupils must not cross the blue line that borders the river)
- the kitchens
- behind the Barn and grass area in front (except if playing tennis)
- the Pre-Prep playground (Year 3 and above)
- Junior House Garden (Year 5 and above)
- Forest Park
- staff accommodation
- swimming pool and surrounds
- Science labs and DT room without supervision

Pupils may not leave the school grounds without the permission of a member of staff, and they must be under the supervision of a parent/guardian or member of staff. Pupils should always sign in at the Front Office if late, and sign out from the Front Office if leaving school during the day.

PHOTOGRAPHY AND ICT

Pupils are not allowed to upload any school-related photographs, films or moving images on to internet or social networking sites. For further details of the use of ICT and our focus on keeping pupils safe, please see our Junior King's E-safety Policy.

PROPERTY

Pupils must have all personal property (books, instruments, games equipment etc.) clearly named. Expensive items of personal property or electronic equipment from home should not be brought to school unless agreed in advance with the Deputy Head (Pastoral). Boarders are permitted iPads, iPods, tablets, laptops and phones, and these are kept securely on the boarding floor.

Pupils should not borrow other people's, or the school's, property without permission. Pupils should not borrow or lend money, games kit or any other personal property.

Large amounts of money must not be brought to school. Any money brought to school is not the school's responsibility unless it is handed in to either a form tutor, the Front Office (day pupils) or house parents (boarders).

Junior King's cannot be held responsible for the loss of, or damage to, personal property, although every reasonable effort will be made to ensure that property is found and returned.

PUNCTUALITY

Pupils must be punctual for registration, lessons, activities, prep and all other school commitments.

SAFETY

All members of the school community should act considerately and sensibly at all times. Pupils are encouraged to look after themselves and each other in all areas of the school.

TIDINESS

Maintaining a tidy school is essential. It is every member of the community's responsibility to make an effort to keep classrooms and corridors clear. Chairs and tables should be straightened at the end of each lesson and lights should be turned off at the end of the day. Clothing and items of property should be picked up when they are out of place, and litter should be placed in the bins provided.

TIMETABLE

Every child will be given a timetable at the start of the school year. Copies of timetables are displayed in form rooms and planners and can be accessed via the parent portal.

We encourage pupils to arrive at school by 8.15am and to go straight to their form rooms for registration. Pupils should not play outside before school starts. At 4.15 pm, pupils may be collected or prepare themselves for after-school activities. Pupils can be collected at 5.15pm after activities or attend a prep session from 5.15pm until 6pm. At the end of the school day, pupils must not go outside and play without the permission and presence of a member of staff. In exceptional circumstances, if any pupil is not collected by 6.00pm should go to the Dining Room and wait quietly to be collected.

Reviewed September 2024