



LORENDEN

Parents' Handbook: School Rules

School Rules

These rules are designed to aid the smooth running of the school and ensure the safety and security of the school community. They are in addition to the high expectations we have of courtesy, good manners and kindness which we model to children and expect them to exhibit at all times. Your help with instilling these key skills are important too.

Parents are asked to help their children to keep the rules.

1. Regulation school uniform will be worn. All articles of clothing and personal property should be clearly marked with the owner's name.
2. No make-up or jewellery may be worn. Only small plain gold ear studs may be worn in pierced ears and these must be removed for PE and Games.
3. Hair of shoulder length or longer must be tied back with navy blue bands or ribbons. Hair clips and bands should be navy, blue or brown.
4. Sweets, chewing gum/bubble gum, crisps and fizzy drinks should not be brought to school. Sandwiches or fruit may be brought in for an additional snack but all food must be nut free.
5. Toys may only be brought to school for 'Show and Tell' or for a specific topic; with the teacher's permission and kept in the classroom.
6. Party invitations may be distributed to a whole class or all the boys/girls. If only a few children are invited to a party, invitations should be sent privately.
7. Mobile phones should not be brought to school and other electronic items are only allowed in exceptional circumstances with permission from the Head. All Kindles or laptops allowed are subject to a prior agreement between parents and the school.
8. Money should not be brought into school unless specifically required. It should then be kept on the person or handed in a named, sealed envelope to the class teacher.
9. Pupils must remain within the School bounds unless accompanied or specifically directed by a member of staff.
10. Children should arrive at school punctually for the start of the school day and at the end of the day should be collected from the points designated to each year group. Pre Prep/EYFS children who are not collected by 3.30pm will go into After School Care, similarly Prep children at 4.00pm. A charge is made from 4.00pm.
11. All children must shake hands and say "Goodbye and thank you" before being handed over by the class teacher to their parents.
12. As soon as a child is collected they become the responsibility of their parents who are asked to carefully supervise their behaviour and safety.
13. Movement around the school should be quiet and orderly. Keeping to the left on the stairs and along the corridors.
14. Bicycles, scooters and skateboards should not be ridden in the school grounds, unless school purchased for use by Early Years children.

15. Dogs may not be brought onto the premises unless for a specific reason and with permission.
16. No child should leave the premises during the school day without being signed out by their parent.
17. Children who arrive late must be signed in by their parent.
18. Leave of absence for unavoidable reasons should be sought in advance by completing the request form that can be found on the website.
19. The pond area is out of bounds to children without a member of staff present.
20. The Early Years play area is for Early Years children only.

The children need help from us all to adhere to these rules.