

## **General Equipment**

The following is considered an essential minimum to be brought to school each day:

- Pens (black/blue ballpoint and green ballpoint), pencil, 15cm ruler, highlighter and pencil case
- Student Planner
- Suitable bag to carry the equipment

## **Make-up**

A minimum amount of natural looking make-up may be worn at the discretion of the school. This does not include contouring, pencilled eyebrows, lipstick or eye make-up. Nail products should not be worn. In the interests of health and safety, nail extensions are not permitted. False or extended eyelashes are also not permitted.

## **Hairstyles**

Extreme styles or colours of hair are not allowed and if examples are seen, pupils may be isolated.

## **Jewellery**

For reasons of uniformity, safety and security, the wearing of jewellery is not permitted except for stud-type earrings, one plain finger ring and a watch. All jewellery should be removed for PE. No other body piercings will be permitted in school and no other earrings/retainers are allowed. The school will not be responsible for the safekeeping of any jewellery.

NB: Our aim is to treat young people with a degree of trust and autonomy over uniform decisions. This can create some ambiguity and it would be easier to be more rigid but if there are disputes over what constitutes 'reasonable' the headteacher's decision is final.

## **Mobile Phones**

At Frederick Gough we realise that mobile technology and communication plays a very important part in the lives of young people and that many parents wish for their children to have access to their mobile phones during the school day. Our rationale for mobile phone use in school is based on our philosophy of pragmatism, mutual respect and safety. Please note:

- We have a contract in place that outlines appropriate use of mobile phones in school. Only by signing this contract and meeting its expectations will pupils be allowed to have their mobile phone in school.
- Mobile phones are not allowed to be seen in any school building apart from our dining room, unless used in classrooms with the teacher's permission.
- When in use, pupils are not allowed to take photos/videos.
- We do not accept any responsibility for damage or loss of mobile phones in school.

Any pupil using a mobile phone in any other school building, or not meeting the expectations in the contract, may have their phone confiscated and parents asked to collect the phone from school.

## **Lunchtime Arrangements**

All pupils must stay in school for lunch (to have a school meal or bring sandwiches). In exceptional circumstances some pupils will be allowed to be collected from the office by a parent/guardian to go home for lunch. This request needs to be authorised in writing from parents and agreed with the Headteacher.

## **Ordering School Dinners**

We use an app for pre-ordering school dinners to supplement the pre-order kiosks we have in school.

Students can pre-order their meals from 1pm the day before up to 8.40am on the day of the food service. Until the technology is further developed, students will still have to go to a kiosk in school to print a ticket out, but this will still significantly reduce queueing and waiting times. Each student will be given a QR code to download the app and a boarding code to set up their account. Please note we only allow a small debt of £6. When your child's account goes into negative they will be informed to tell their parents and this will give you two days (i.e. two meal deals) to add to the account. If the account does not have additional monies added and your child takes food to the till that takes them beyond the £6 limit, we will be in the very unfortunate position of having to tell your child that we cannot serve them.

As well as ordering food in advance, the app can be used to check a student's balance. Our catering team serves more than 700 pupils a day and pre-ordering makes it more efficient for pupils to get their meals.

## **Under Examination Conditions**

**It is strictly forbidden** to be in possession of any type of electrical equipment with text/digital facilities: e.g. mobile phones, iPods, Blackberries, headphones, smart watches etc. There will be very serious consequences for any student caught with this equipment during an exam.

## **Water**

Free water is available at breaks and lunchtimes. Pupils need to bring their water bottle not larger than 500ml. The school's Water Policy is available from the office on request. Fizzy drinks and energy drinks are not allowed and will be confiscated.

## **Lockers**

Lockers are available for all students to keep their belongings safe. The cost of the locker, including a lock, is £7 for the full five years.

Please note that student's school bags are not permitted in the dining hall at the beginning of lunchtime.

## **Fire Drill**

When the fire alarm sounds, pupils should follow the instructions of the responsible adult and join their registration group at the appropriate assembly point. Pupils must remain with their group in a quiet and orderly manner until they are given further instructions. Pupils will be registered and any missing will be reported to the appropriate member of staff.

## **Virtual Consequences**

When a pupil receives an S4 this will mean they have a consequence to complete. The Learning Coordinator Assistant will stamp the pupil's planner with the date this will take place. The pupil will receive a notification on Frog at 3.30pm on the day of the consequence. Pupils will hand in the work by 9am the following day. A text will be sent to parents to inform them about the consequence.

The Learning Coordinator Assistant will upload the work that will be completed on the day of the Consequence and this will appear on Frog. Pupils who do not have access to a computer or the internet will complete the work on paper.

If the pupil fails to complete the consequence they will be given one more opportunity to complete the work. Failure to do so will result in the pupil completing the consequence in school. For pupils who persistently accrue consequences, a separate arrangement will be made. This will be decided/agreed by the Learning Coordinator.

## **Graffiti**

The author of any graffiti on exercise books or elsewhere will receive an appropriate sanction.

## **Bicycles/Scooters**

Pupils are allowed to ride bicycles/scooters to school. The bicycles/scooters must be roadworthy, may not be ridden on school premises and must be kept locked in the bike stands (preferably with a 'D' lock) in the locked bike compounds (in front of school or next to the gyms). The school cannot accept responsibility for lost, stolen or damaged bicycles/scooters. Pupils must walk with their bicycle or scooter until past the school exits.