Our Lady's Catholic High School

Code of Conduct

- Pupils must at all times follow our Core Principles, behaving in an orderly manner, paying due courtesy and respect to other members of the school and to visitors. They must always behave in such a way that maintains and reflects the Christian values and mission of our school.

- All pupils must be in registration before 9.00 a.m. There is a responsibility to arrive to each lesson on time and with the correct equipment to take part fully. If a pupil is late twice or more in one week, he/she will receive a Central Detention after school.

- A register will be taken by all teachers in all lessons.

- All absence must be covered by a call to school on every day of absence.

- Medical evidence is required for any absence over 3 days.

- Pupils must adhere to our Behaviour for Learning Strategy during lesson time.

- Pupils must not leave the premises during the school day INCLUDING THE LUNCH BREAK. (Parents who wish their children to go home for lunch must put their request in writing. Such pupils must carry a lunchtime pass to be allowed to leave the school premises. Permission to leave the premises in exceptional circumstances can only be given by the Learning Manager or by a senior member of staff.

- Entry to school is by the front gate only. If you wish your son/daughter to travel to school via the '19 steps' a request must be made, in writing, to Mrs McArdle.

- At the beginning of every lesson pupils must stand and greet the teacher formally "Good morning, Sir; Good Morning, Miss". When the lesson ends, pupils must stand and follow the same procedure before leaving the classroom in an orderly fashion. The mode of address between all people at all times must always be polite.

- Pupils must move quietly and sensibly on the left hand side of corridors and stairs.

- It is an honour to be selected for a choir, the orchestra, the band or a school team etc. Pupils are expected to attend all rehearsals, practices, functions and matches. Requests to be excused must be made well before the event and directly to the teacher concerned, with whom the decision rests.

- Though taking part in activities is voluntary, it also involves loyalty and courtesy towards teachers who are giving up their personal time to pupils. It is polite to thank the person leading the activity once it ends.

- Articles of value not required in school should be left at home.

- Money or valuables should never be left unattended in coats, lockers or bags.

- Bags must be strong, large enough to contain an A4 file, weatherproof and able to protect contents. No graffiti.

- Potentially dangerous articles may not be brought to school.

- Mobile devices must be switched off and kept out of sight at all times during the school day. (Please see the separate sheet on electronic communication devices)

- Smoking or association with smoking, either on the premises or on the way to or from school, is strictly forbidden. Bringing cigarettes, lighters or matches into school is not allowed.

- Chewing gum in school, or in any part of the school grounds is forbidden and will result in a Central Detention after school.

- Pupils must not ride cycles on the school premises. Pupils travelling to school on a bicycle should wear a cycle helmet and their bike be road worthy. Pupils must have signed a bicycle contract which can be found on the website.

- There must be NO EATING IN SCHOOL (other than in the Restaurant, quads and yard) at any time. Food or drinks must never be removed from dining rooms. No fizzy drinks to be brought to school. Any food or drinks being consumed in areas other than those designated will be confiscated and disposed of.

- Litter should be placed in a bin. We work together to keep our school tidy and all pupils help with a simple litter collection at the end of each break and lunch.

- In accepting a place for my child at Our Lady's Catholic High School, I accept on behalf of my child the rules and regulations of the school and the standards expected of my child by the Governors of the school.

March 2021