



DURHAM SCHOOL RULES

General principles

- As a general principle we require all pupils to act with respect, common sense and courtesy towards those around them, and expect behaviour to reflect the Foundation's values of moral integrity, ambition, responsibility and kindness.
- Durham School is a community and every pupil has the right to live and study here without encountering unpleasantness. Pupils are expected to be kind and tolerant towards each other, and should be ready to help and include anyone who has a difficulty or is lonely.
- Any unpleasant behaviour towards others is forbidden. Any form of bullying or harassment is wrong and must not go unchallenged by those who see it. Bullying and harassment involve any unwanted behaviour that makes someone feel isolated, degraded, humiliated or offended. It cannot be dismissed as unintended, a joke or banter.
- Anyone who has a difficulty or who sees another pupil in difficulties must tell someone in authority, such as a member of staff or a School Monitor, so that help can be given.
- Behaviour that has the potential to damage the School's reputation, whether related to a specific School activity and/or the School day or whether taking place outside such circumstances, renders a pupil liable for disciplinary action by the School.

Relationships with others

- Pupils are expected to make every effort to build positive, supportive and respectful relationships with others. The values of moral integrity, ambition, responsibility and kindness are fundamental, as are the core British values of democracy, the rule of law, individual liberty and respect. Pupils are expected to reflect and embody these values in their behaviour in person and online,
- All forms of behaviour, verbal, physical or online, that are intended to intimidate,

hurt or otherwise discomfort other people are forbidden.

- The use of inappropriate language (e.g., name-calling, swearing, offensive and discriminatory terms) is forbidden.
- Unwanted physical contact of any kind (e.g., tripping, pushing, grabbing) is forbidden.
- Pupils should refrain from public displays of affection, and should be mindful of the fact that any in private should not embarrass or offend others.
- Sexual harassment, violence or misconduct of any kind, physical, verbal or online, is completely unacceptable and may never be dismissed as 'a joke', 'banter' or 'part of growing up'.
- Pupils are expected to respect the privacy, security and comfort of others, and those visiting Houses other than their own may enter public rooms on the ground floor only. Studies and study bedrooms are strictly out of bounds to visitors from other Houses, as are all rooms on first or second floors.
- Pupils are expected to respect the privacy, security and comfort of boarders in particular, and may not enter boarders' bedrooms unless they have the express permission of the room's occupant(s) and the member of staff on duty on each and every occasion.

Bounds

When in the care of the School, pupils must stay within bounds. Any breach of bounds rules is treated seriously by the School and renders a pupil liable for suspension or expulsion.

- School Bounds are the area marked by Poole House, Caffinites House, Grove Street and Pimlico to its junction with South Street, the Playground, the Vallance Building, the Budworth Sports Centre and Chapel. Pupils must stay within this area while in the care of the School unless they have express permission to go elsewhere. Plans of the School bounds are displayed in Houses and pupils are expected to familiarise themselves with them.
- It follows from the above that the river banks are out of bounds, unless going directly to or from the Boathouse. During the school day, Chapel steps, the all-weather sports pitch, Top Ground pitches and the Potter's Bank pitch beyond the Vallance Drive are out of bounds unless pupils are on an authorised school activity.
- In the evening after 6.30 p.m., boarders remain in their Houses unless they have permission to be elsewhere within the grounds. Day pupils who stay after 6.30 p.m. must inform their SHM and remain under School Rules. Day pupils must sign off the site when they leave and may not then return. Day pupils remaining on the School

site for an authorised School activity must not leave the School site until they sign out when they leave. Junior boarding pupils must return to their Houses by 9.00 p.m. and senior boarding pupils must return to their Houses by 9.45 p.m. Any pupil leaving his or her house after 9.45 p.m. or failing to return to the house by 9.45 p.m. without permission is breaking bounds, and is therefore liable for suspension or expulsion.

- On Saturdays and Sundays, boarders may go into town but must consult House Staff as required and sign out and in on each and every occasion. To go anywhere other than central Durham requires express permission from the SHM on each and every occasion. Day pupils who are in School on Saturday for an activity are bound by the same rules as boarders.
- Day pupils may not be in their House at the weekend unless they are involved in a formal school activity, or have specific permission from the SHM, reporting in on arrival and checking out on departure.
- Off-licenses, public houses, and betting or gaming premises are totally out of bounds and any pupil found in any such premises will face serious sanctions.
- If permission to visit town is granted, this excludes Grape Lane and St Margaret's churchyard, which are strictly out of bounds at all times, including journeying to and from school.
- Any pupil leaving the school site during the day without appropriate permission, and not exercising a privilege, even if visiting a place or area that, with permission or at another time might be legitimate, will be regarded as breaking bounds.

Classrooms

- Pupils may not be in a classroom unless for a lesson, for some other approved activity or with specific permission.

Lunch

- All pupils are expected to take lunch in Big School.
- Pupils should consume food and drink in Big School, the Orangery or the appropriate areas in Houses.

Visits to town

- Pupils in Years 7–11 may not leave the School site during the school day. Express permission from Housemasters/mistresses will be granted in exceptional and specific circumstances only (e.g., medical/dental appointments).
- Pupils in Year 12 may not leave the School site during the school day before Period

5. If a pupil in Year 12 has a private study during Periods 5 and 6 or has opted for private study as a Games option, they may leave the School site.

- Pupils in Year 13 may leave the School site during the school day during break, lunch and private study periods. This is a privilege extended to pupils in Year 13 only, and may be revoked if pupils academic progress or behaviour falls below expected standards.
- Any pupil leaving the School site during the school day and with appropriate permission must sign out and sign in again on their return.
- School Rules must be observed by all pupils when in town. School uniform must be worn in full and correctly as required under the uniform regulations for the relevant year group during any visit into town. At all times, pupils are expected to behave in a courteous and respectful manner.
- Pupils visiting town may not consume food or drinks in the street.
- Access to town is via South Street only and not via Quarryheads Lane and Crossgate. The riverbanks, St Margaret's Churchyard and Grape Lane are out of bounds.
- After 4.20 p.m., day pupils may not leave the School site, go into town and then return to the School site without express permission from SHM on each and every occasion, which will be granted only in exceptional circumstances.

Uniform and Dress

- Pupils must be dressed appropriately and smartly at all times. School uniform is intended to be smart and functional.
- Pupils must wear School uniform during the school day (apart from when permission to be in games kit has been granted), to go into town and when representing the School officially. Uniform must be clean and tidy.
- Day pupils should travel to and from School in full School uniform.
- Spectators at weekday matches should be tidily dressed in School uniform or games kit, and wear tops in summer. Sensible and respectable casual dress may be worn for watching Saturday fixtures.

Uniform (Years 7–11)

Item	Notes	Regulation
Jacket	DCSF Navy Tweed Jacket from Schoolblazer.	Compulsory
Trousers and / or kilt	- These must be purchased from the Schoolblazer website. Pupils may choose the fit and items they wish to wear. - The trousers and kilt must be worn as shown on the website. The length of the trousers must reach the shoes and the kilt must not be rolled at the waist and must sit on the knee.	Compulsory
Shirt *	- A white shirt with a stiff collar and top button to be worn with a tie. - Either long or short sleeves are acceptable. - These are compulsory but can be purchased from any retailer including Schoolblazer.	From Schoolblazer or elsewhere
Tie	- The House tie must be purchased from the Schoolblazer website. - All Durham School pupils wear a tie in Years 7 to 11.	Compulsory
Jumper	- It is not compulsory to wear a jumper, however if one is worn this must be purchased from Schoolblazer. - Year 7 & 8 wear the V neck jumper. - Year 9+ can continue to wear the V neck jumper but may also wear the ¼ zip jumper from Schoolblazer.	Optional but must be bought from Schoolblazer
Shoes	- Black or navy - No ankle boots or heels - Black trainers are not acceptable	Compulsory Can be bought from anywhere
Socks / tights	Navy	Compulsory From Schoolblazer or elsewhere
Coat	- DCSF coat purchased from Grays Team Sports - No branded, e.g., North Face jackets, fleeces, or sports jackets can be worn.	Compulsory
School bag	All pupils require a school bag or rucksack to carry their books, laptop, and belongings to lessons.	Compulsory items but it is optional where you

	• Gumshield • Hockey stick – not compulsory as these can be borrowed from School to start with. • Swimming shorts or trunks (boys) navy or black • Swimming costume (girls) navy or black • Goggles • Swimming hat (DCSF hat may be purchased from Grays Team Sports) • Towel and toiletries. Optional items: • Green Beanie hat • Navy Pro Warm Up Top • Baselayer Leggings and top	These items can be purchased from any retailer Recommended
Other Sports	Pupils may require sports-specific clothing and footwear depending on which sports they choose to specialise in. <u>Rowing</u>: purchased via the DSBC website for lycras and base layers. Mr Bryant will provide details once you start rowing at school. <u>Cricket</u>: Durham School cricket kit. You will be advised by Mr Fishwick what kit you need – kit must be purchased at the Grays Team Sports Webshop There are a range of other sports you can train and compete in but the basic sports kit is fine for these.	
Extras	Life at Durham School is very busy so it is advisable for all pupils to have in their locker: • A pair of trainers and socks • Towel and toiletries • Hair bobbles to tie up long hair • Spare water bottle	Recommended

Sixth Form dress

Item	Notes
Business suit	• Dark grey, black or navy • The suit should be tailored • Single breasted jacket • Plain or subtle checks or pinstripe • Trousers should be full length with no ankle grazers or slim, hipster or skinny fit. • Skirts should be knee length with no tight fit, bodycon or fitted pencil styles. • The fabric for skirts and trousers should not be denim or of an elasticated nature. • Plain leather belt may be worn • If a pupil would like to continue to wear their School Tweed blazer they can with dark trousers or skirt.
Shirts / blouses	• A white shirt with a stiff collar and top button to be worn with a tie. • A white shirt/ blouse with a revere-collar to be worn without a tie. • Long or short sleeves
Tie	• House, colours or Monitor ties can be worn. • The House tie must be purchased from Schoolblazer or Reception have a small stock which can be purchased in person.
Jumper (optional)	• Plain navy, black or dark grey smart jumper • ¼ zip knitted plain navy, black or dark grey (not the sports style) • The school ¼ zip navy jumper can be worn.
Shoes	• Black, navy or brown shoes • No ankle boots • A small heel of no more than 3cms • Narrow, stiletto or kitten heels are not acceptable
Socks / tights	• Dark in colour
Coat	• DCSF coat purchased from Grays Team Sports • Dark smart overcoat can be worn over the suit in poor weather. • No branded, e.g., North Face jackets, fleeces, or sports jackets can be worn.
Sports Kit	All pupils participate in the Games programme and need the correct school kit for this. Non-school items are not acceptable clothing for Games. All kit must be purchased from Grays Team Sports All pupils need:

- Durham School Reversible House shirt – enter your House name in the webshop
- Navy Photon Tee
- Navy Leisure Shorts and / or Navy Synergie Leggings
- Navy Synergie Trousers
- Navy Bespoke ¼ Zip Top
- Optional for girls – Apex skort

If you are representing the school first team in a sport apart from rowing you will be provided with team kit. If you wish to play competitive sport, as well as the basic sports kit outlined above you will need the following as well:

Rowing: purchase via the DSBC website for lycras and base layers. Mr Bryant will provide details once you start rowing at school.

Hockey: DS hockey socks, shin pads, Astro trainers, School sport skort (girls)/ shorts gumshield.

Rugby: DS rugby socks, gumshield, rugby shirt & plenty of training kit. You will be advised by Mr Bedworth what you need individually.

Cricket: DS cricket kit. You will be advised by Mr Fishwick what kit you need.

Swimming: dark costume / shorts or trunks.

Netball: Short white socks, school skort and games top.

There is a range of other sports you can train and compete in but you will need the basic sports kit for these.

Recommended Style, Cut and Fit for Sixth Form Dress:



Special Events

- Several formal social events for Sixth Form pupils are held throughout the school year, for which the dress code is black tie (i.e., dinner jacket with matching trousers, pleated white shirt, black formal shoes, and a bow tie; evening dress of knee-length or below).
- For Cathedral Services and Speech Day, Sixth Form pupils may wear a suit, shirt and tie, or blouse of their choice, provided that it is smart, formal and appropriate for a School event. Shirts and blouses for these occasions may be white or neutral, plain or striped. Bright colours, patterns and checks are not permitted. Pupils may wear their usual school suit for these events if they prefer.

Durham School Sports Club ties and blazers

- Sports club ties may be worn by team members for away fixtures but may not be worn as part of the normal school uniform. Colours blazers and sports club ties may be worn by 1st team members on the day of a home fixture or for afternoon school, including Chapel, on Friday before a Saturday fixture.

Hats

- No hats or caps are to be worn with school uniform.

Summer uniform

- When summer dress is announced, jackets need not be worn. Shirt sleeves must be neatly folded back or buttoned at the cuff. Short-sleeved shirts or blouses may be worn. If a pullover or coat is worn, then the blazer or jacket must also be worn.

Dress at lunch

- School uniform, including blazer/jacket, should be worn to lunch.
- If, in exceptional circumstances, a pupil is required to wear games kit to lunch (e.g., for a fixture), it should be clean, and a school tracksuit top and bottoms should be worn.

Dress after 6.30p.m.

- If staying on site beyond 6.30p.m., casual dress may be worn. Casual dress must be respectable and in good taste. Dress at mealtimes must be clean and appropriate; used sports kit, very short skirts or shorts, sleeveless tops etc. are not permitted at mealtimes.
- Day pupils waiting to be collected up to 6.30 p.m. must continue to wear normal School uniform.

Appearance and hair styles

- All pupils are individuals and, as such, differ in their appearance and hair. However, pupils must accept that the expression of individuality through hair styling and coloration etc. needs to be subservient to an individual's responsibility to the community as a whole and to the need to create a favourable impression, both on the Durham School site and when representing the School elsewhere.

Appearance

- Year 7–11: Make-up, including fake tan and nail polish, is not permitted. False nails are not permitted.
- Year 12–13: (Sixth Form privilege) Discreet make-up and nude or clear nail polish is permitted. Fake tan and false nails are not permitted.
- All pupils: One ring and a single pair of small stud-type earrings (gold, silver or small pearl) in the earlobe are permitted. Other visible piercings are not permitted. Bracelets, including charity bracelets, may not be worn; the only exception to this is for medical alert bracelets. Necklaces may not be worn.
- For PE, Games and other activities, all jewellery must be removed for safety reasons.
- Only DCSF pin badges or awards badges may be worn on lapels.
- Visible tattoos are not permitted.
- No cosmetic alterations to the face or body are permitted.
- Beards and moustaches are not permitted.
- Requests for exceptions to the above rules on religious grounds should be made by parents/carers to the Principal.

Hair styles

- Hair should be styled to be free of the face.
- Given the practical safety implications of very long hair in laboratories and workshops, pupils must appreciate the need for long hair to be tied up on occasions. Pupils in Years 7 to 11 are required to tie long hair (shoulder-length or longer) back neatly throughout the school day.
- Hair should be of an approximately equal length over the entire head, allowing for layering and styling. This does not, therefore, permit under-cutting, steps,

mullets etc., nor disproportionately long hair at the front. There should be no upturned tufts or fringes at the front or elsewhere.

- The use of gel to produce spiky or unconventional styles will not be accepted. Gel or its equivalent should be used only to retain hair in an acceptable style.
- Hair should be entirely a natural colour, and no form of bleaching is acceptable.
- DCSF champions the right of pupils to embrace all Afro-hairstyles. We acknowledge that Afro-textured hair is an important part of Black pupils' racial, ethnic, cultural, and religious identities, and requires specific styling for hair health and maintenance. Afro-textured hair may therefore be worn in all styles including, but not limited to, afros, locs, twists, braids, cornrows, fades, hair straightened through the application of heat or chemicals, weaves, wigs, headscarves, and wraps. However, the above rules on tying up long hair and on hair colour must be followed. Any head wraps or scarves worn by Black pupils must be navy blue (Years 7 to 11) or navy blue, black or grey (Sixth Form).
- Requests for exceptions to the above rules on religious grounds should be made by parents/carers to the Principal.

Behaviour for learning

Start of lessons

- Pupils should arrive at lessons punctually and should be in possession of all necessary materials and equipment, along with any completed prep. If a pupil arrives late to a lesson, they should apologise and offer an explanation.
- Pupils should enter their classroom in an orderly and quiet manner, according to the arrangements for that classroom.
- No pupil should enter a classroom unless the teacher is present or unless instructed to do so.
- Once inside the classroom, pupils should quietly unpack their bags, sit down, and be ready to learn immediately.

Behaviour and discipline during lessons

- Pupils have the right to learn and participate in lessons unhindered and without undue disruption. Any behaviour or attitude which hinders or disrupts learning will not be tolerated.
- Pupils must listen carefully to instructions and explanations, and respond and interact with others respectfully.
- If an adult enters the classroom during a lesson, pupils should stand.

End of lessons

- At the end of every lesson, pupils below the Sixth Form should pack away, tidy up their area and stand up behind desks. They should then exit the room when instructed, in accordance with individual teacher or department guidelines, and in an orderly and quiet fashion. For Sixth Form lessons, the above can be less formal at the discretion of the class teacher, but rooms must always be left tidy and clean.
- When moving between classrooms, between buildings or around the School in general, pupils should move in an orderly and sensible fashion. Jostling, pushing and excessive noise while moving around the school site are not acceptable.

Academic work and deadlines

- The meeting of academic deadlines for prep and coursework is an obligation for all pupils.

- If a pupil anticipates a problem in meeting a deadline, they must see the relevant teacher in advance and request an extension. Failing this, a note from home must explain why a deadline has not been met. If these conditions are not met, sanctions will be issued.
- All work produced should be the product of an acceptable effort on the part of the pupil and should be of an appropriate standard. Pupils may be required to re-do a piece of work if the standard of that work is deemed to be culpably poor.

Private study lessons

- Private study lessons are normally only available for Sixth Formers. Should pupils below the Sixth Form ever have a private study lesson then they must make specific arrangements with their SHM as to where they will work.
- During private study lessons, pupils are expected to make good and productive use of their time.

Examinations

- Pupils must adhere to the examination requirements as published by exam boards for external, public and internal, school exams.
- Pupils must be on time, must not talk once inside the examination room, and must not engage in any unfair or dishonest practice. Pupils must not be in possession of any material or digital device which might give an unfair advantage. Contravention of these rules renders a pupil liable for disqualification from a public examination and/or a serious School sanction.

Attendance

Pupils are required to attend all compulsory school activities and lessons punctually.

Absence from school

- Permission to be absent for any reason other than School business must be requested by parents or guardians in writing, or by personal or telephone contact with the SHM.
- In the case of illness, parents should telephone the School absence line to report pupil absence before 8.45a.m.
- Permission to miss school for more than one day must be sought directly from the Headmaster in writing and well in advance.
- Any unauthorised absence from a lesson will result in a Saturday Detention.
- Senior Housemasters/mistresses must be informed in advance of known or planned absences, including those arising from school activities such as sports fixtures or field days.
- When a pupil misses a lesson for any reason (e.g., fixtures, music lessons etc.), they must copy up any notes missed and complete any prep arising from that lesson.

Registration and late arrival

- Morning registration during House Roll Call (8.30a.m.) and afternoon registration during Period 5 are legal requirements.
- Any pupil arriving late at School in the morning must follow the procedure below:
 1. After 8.30a.m. but before Period 1: Report to Reception to be registered.
 2. After Period 1 has started: Report to lessons as normal.
- Pupils who have a scheduled music lesson that would cause them to miss morning Roll Call or Period 5 must report to Reception before they go to their music lesson.

Absence from Games, activities and other commitments

- All commitments must be honoured. This includes Games, activities, detentions and music lessons amongst others. Teachers must be informed in advance of known absences.
- Any unauthorised absence is likely to result in a serious sanction.

- Pupils may not change a games option without first obtaining the agreement of the Director of Sport and of the staff concerned.

Leaving School at the end of the day

- The School day ends at 4.20p.m. (although Cathedral Choristers routinely leave the School site at 4.00p.m. to commence evening rehearsals). If required to attend an activity or see a member of staff between 4.20p.m. and 6.30p.m., or if a pupil has elected to participate in an activity at this time, they must attend.
- If a pupil is not required for an activity or has not elected to participate in an activity, they may leave the School at 4.20p.m., provided that they have signed out.
- Pupils on site after 4.20p.m. and not engaged in some official activity must stay in their Houses.

Pick up at the end of day

- Pupils waiting to be collected must do so in a quiet and orderly fashion and, up to 6.30p.m., should be wearing School uniform.
- Pupils should not wait on the pavement on the sharp bend in Quarryheads Lane (as there are potential dangers from traffic.)

Evenings

- Day pupils staying on site after 6.30p.m. must have informed their SHM of their intention to stay by lunchtime of that day at the latest.
- Pupils may not gather socially in the Quad between 4.20p.m. and 6.30p.m.
- Day pupils who are on site at 6.30 p.m. must be in their own House, engaged in academic work, if they are not at an official School or House activity. They must attend all House Roll Calls while on the School site. If still on site after 7.55p.m., they may take part in recreational activities but must remain within their own House until collected or until they leave, unless they are involved in an official School or House activity.
- Boarders may visit other Houses after prep but must sign in and out of the House they are visiting. Those below the Sixth Form need specific permission from their SHM to visit another House. Boarders visiting other Houses must leave and return to their own Houses by the time agreed with their SHM, or by 9.45p.m. at the latest.
- Other 'Evenings' rules for boarders are detailed in the boarding houses.

Saturdays and weekends

- Boarders must have given prior indication of their weekend arrangements (going home, staying at School, departure time, return time, Saturday commitments etc.) in accordance with House procedures and by the Thursday of that week at the latest.
- Day pupils and boarders who have left School for the weekend may not return to the School, and in particular may not enter their Houses and other School buildings unless they have permission from a member of staff. This facility may not always be available.
- Day pupils and boarders who have gone home may not use the School as a base for visiting Durham City or for social activities.
- Day pupils and boarders who have gone home and who are in School on Saturday for an activity are bound by the same rules as full boarders.
- Once a day pupil has completed the activity for which they attended School on a Saturday, they must leave the site and not return.
- On Saturdays, boarders may go into town but must consult House Staff as required and sign out and in. To go anywhere other than central Durham requires express permission from the SHM.

Medical Centre Attendance

The Medical Centre is staffed from 8.30a.m. until 4.30p.m., Monday to Friday and provides medical support to both boarders and day pupils.

For pupils requiring Medical Centre assistance during the School day:

08:30 – 11:00am Pupils must report their symptoms to their Teacher, Tutor or SHM and if treatment is required, the member of staff must contact the Matron and send the pupil, accompanied by another pupil to the House. MacLeod must go to The Caffeinites Matron. If further treatment is required, the Matron will contact the Medical Centre.

11:00am – 4:30pm Pupils must report their symptoms to their Teacher, Tutor or SHM and if treatment is required, the member of staff must contact the Medical Centre and follow their instructions. If a pupil needs to attend the Medical Centre, they must be accompanied by another pupil. If the pupil requires minor first aid and it can be treated in House or Department, the first aider must administer first aid.

- For a confidential appointment, a pupil may contact the Medical Centre directly via Teams chat or e-mail and request an appointment with a Nurse.
- No pupil must turn up at the Medical Centre without an appointment or being referred by a member of staff unless it is an emergency.
- Pupils must not attend School if they are ill.

Off Games

- If a pupil is Off Games for any reason, a medical note, or note or e-mail from a Parent or Guardian to the SHM is required stating the nature of the problem and an indication of the length of time required to be Off Games.
- Only the SHM or Deputy SHM can issue an Off Games chit.
- Pupils must request an Off Games chit before morning Roll Call.
- All pupils Off Games are recorded on the Off Games list in the DS Staff Team > Off Games Channel.
- All pupils Off Games must attend the timetabled Off Games session. Locations are on display in Houses. All Year 11 to 13 pupils will be in the Sixth Form Centre. No pupils must stay in the House.

Information Technology

Pupils using the ICT facilities must have signed the School's Acceptable Use Agreement and all personal devices used on the School site must be registered. Anyone found downloading or trying to download pornographic or other unsuitable material will be punished severely and his or her access to the School's computers will be withdrawn. Posting material that refers to the School or to any pupil on a website is a serious offence, as is misuse of e-mail. Accessing another pupil's account is strictly forbidden. Internet bullying will result in serious sanctions. Bypassing or attempting to bypass the School system's security measures or firewall, including the use of proxy sites for this purpose, will also result in serious sanctions.

- Use of a personal device is always at the direction and discretion of Durham School staff.
- Use of a personal device should be for educational purposes only. Devices may be used only to access computer files and internet sites which are relevant to the classroom curriculum.
- Headphones may not be used, unless at the discretion of Durham School staff.
- It is expected that access to the internet will be through the School's secure wireless network wherever possible.
- No pupil may take a personal device into a room or other area where examinations are being held.
- The security of the personal device will remain the pupil's responsibility in all lessons including PE/games lessons.
- If asked to do so, content on the personal device (e.g., messages, emails, pictures, videos, sound files) must be shown to a teacher. In the event of the material being highly sensitive or a criminal offence having been reported, the phone may be removed and held until the police are contacted and a trained person can take over.

Mobile Phone Use

Pupils in Years 7 to 11

- Pupils in Years 7 to 11 must hand in their mobile phones during morning Roll Call.
- Any pupil arriving after Roll Call must hand their phone in to Reception on arrival.
- Mobile phones can be collected from Houses from 4.20pm onwards.
- If a pupil knows in advance that they will be leaving School before 4.20pm and not returning, it is their responsibility to hand their mobile phone into Reception before morning Roll Call. They may then collect it from there as they leave the School site.
- Alternative arrangements are in place for Cathedral Choristers in Years 7 and 8, and for pupils who are leaving the School site to attend a School trip or fixture.

Sixth Form pupils

- All mobile phones should be kept safely out of sight in pupils' lockers from 8.30am to 4.20pm. They should not be used between lessons, in study periods, at break time or lunchtime, or at any time when pupils are on the School site, such as in the dining room (Big School), the school quad or, for safety reasons, when crossing the road.

All pupils

- Any pupil seen with a mobile phone during the School day will have their phone confiscated by a member of staff.
- For a first and second offence, the pupil can collect their phone from the Grove at 4.30pm, and will serve a Wednesday detention.
- For a third offence, the pupil's parents will be asked to come and collect the phone from School and the pupil will serve a Saturday morning detention.

Misuse of mobile phones is a serious offence and will not be tolerated.

The following are examples of misuse but are not exclusive:

- The deliberate engineering of situations where people's reactions are filmed or photographed to humiliate, embarrass and intimidate by publishing to a wider audience such as on Facebook, YouTube or other social media apps.

- Bullying by text, image and email messaging.
- The use of a mobile phone for 'sexting' (the deliberate taking and sending of provocative images or text messages).
- Pupils posting material on social network sites with no thought to the risks to their personal reputation and sometimes with the deliberate intention of causing harm to others.
- Making disrespectful comments, misrepresenting events or making defamatory remarks about teachers or other pupils.
- General disruption to learning caused by pupils accessing phones in lessons.
- Pupils phoning parents immediately following an incident so that the ability of staff to deal with an incident is compromised.
- Publishing photographs of vulnerable pupils, who may be on a child protection plan, where this may put them at additional risk.

Games

- Games sessions are compulsory timetabled lessons, and all pupils are expected to participate in the games programme in order to promote a healthy lifestyle, develop their physical literacy and fitness, promote teamwork and performance skills. Each year group has three allocated games sessions per week.
- It is compulsory for pupils to play in a School fixture if selected. This applies to Saturday as well as mid-week fixtures. If there is a problem for a Saturday fixture, a parent must contact the Head of Boys' Games or the Head of Girls' Games and the SHM, a week prior to the fixture.
- Sixth Form Games: Games is compulsory for all pupils in the Sixth Form. Pupils may elect to take either one single session or half of the double session of games as a Prep session. All pupils attending the Prep session must be present in the Sixth Form Centre. Durham School Sports Scholars must participate in all Games sessions.
- Behaviour on the sports field and particularly during competitions or fixtures must be of the highest order. Swearing, verbal abuse of other players, questioning of officials' decisions and any other form of unsporting conduct are strictly forbidden. Players are expected to abide by the rules of the relevant sport.
- Spectators are welcome to support pupils competing in fixtures and their behaviour must also conform to the rule above and Durham School spectators are expected to be respectful and supportive. No singing or chanting is permitted. Parents and supporters are asked to help the School uphold these standards.
- Any pupil participating in a games session or a fixture must wear full Durham School sports kit appropriate for that sport. Non-Durham School kit is not permitted.
- Any pupil moving around School or attending lessons in sports kit must only be wearing Durham School kit and they must wear clean tracksuit bottoms and a hoody or quarter zip top with clean trainers. No pupils can walk around the School campus or attend lessons wearing leggings, shorts or a skirt.

Full school uniform should be worn at all times in line with the School Rules, with the only exceptions being:

Monday	Yrs 7–8	Period 2	Arrive at School wearing smart games kit. Full school tracksuit to be worn to Chapel and Period 1.
	Yrs 11–13	Period 6	Change at lunchtime. Smart games kit and full school tracksuit to be worn to Period 5.
Tuesday	Yrs 9–10	Periods 5&6	Change at lunchtime.
Wednesday	Yrs 7–8	Period 2	Arrive at School wearing smart games kit. Full school tracksuit to be worn to Chapel and Period 1.
	Yrs 9–10	Period 4	Change at break. Smart games kit and full school tracksuit to be worn to Period 3.
	Yrs 11–13	Periods 5&6	Change at lunchtime.
Thursday	Yrs 11–13	Period 4	Change at break. Smart games kit and full school tracksuit to be worn to Period 3.
	Yrs 7–8	Periods 5&6	Change at lunchtime
Friday	Yrs 9–10	Period 4	Change at break. Smart games kit and full school tracksuit to be worn to Period 3.

Durham School PE and Sports uniform

- All kit must be clearly named.

Safety

- All pupils are required to wear appropriate safety kit when participating in contact sports (shin pads and gumshields).
- Pupils are advised to take a water bottle with them to all Games sessions and fixtures.

Use of cars by pupils

The rules relating to cars and their use by pupils are regarded as being particularly important, given the dangers involved: breaches of the rules will result in serious sanctions.

- Permission to bring a car to School is normally granted only to members of Year 13 and must be obtained using the form available from the Deputy Head Pastoral before a pupil begins to use a car for travel to and from School.
- Pupils with permission to drive to School must park on the Vallance Drive in their allocated parking bay. There is no other pupil parking anywhere on the School premises: exceptions in particular circumstances may be made, subject to space being available, and such exceptions may be granted by the Headmaster or Head of Estates.
- If a pupil has permission to bring a car to School, he or she may not use it during the School day. Only the Headmaster or Deputy Head Pastoral may grant an exception on any occasion, but they will only do so only for a very good reason. Any breach of this rule will be treated very seriously.
- Pupils may not travel in another pupil's car without the written permission of both sets of parents in advance, who should inform the pupils' respective SHM. Infrequent exemptions may only be granted by the Headmaster or Deputy Head Pastoral.
- Pupils may not travel during School hours in a car driven by someone who is not a member of the School, except by arrangement with the Headmaster or Deputy Head Pastoral.
- Pupils driving in the vicinity of the School are expected to do so responsibly and with due regard for the safety of the large number of pedestrians and other drivers who frequent the area of the School. Failure to drive with due care and attention will result in serious sanctions.
- There is a strict 5mph speed limit on the entire School site, including in all car parks and around all Houses. All drivers are expected to drive and park their cars with due attention to the safety and comfort of the school community.

Road safety

- Pupils must take great care when crossing the road. Pupils crossing to and from Grove Street or the north side of Quarryheads Lane must cross at the corner where they can see both ways.
- Pupils must not cross halfway and wait in the middle of the road for traffic to pass.

- Under no circumstances should a pupil use a mobile phone while crossing the road or other areas where there may be traffic (e.g., the Quad).

Miscellaneous

Alcoholic Drinks

- The possession or unauthorised consumption of alcoholic drinks at School or off site during the School day is not allowed. Contravention of this rule will result in serious sanctions.
- Pupils may only consume alcohol at School when authorised by a senior member of staff and in line with the law of the land.

Drugs

- All pupils must obey the law of the land in respect of drugs.
- The possession or use of illegal drugs (whether in or out of School, during term-time or in the holidays) or the bringing of drugs onto the School site for any purpose renders a pupil liable for permanent exclusion.

Smoking and Vaping

- Smoking and vaping are forbidden both on and off site. Smoking in a building will be punished more severely because of the additional risk of fire.
- No pupil may carry or store any smoking paraphernalia, which includes items such as e-cigarettes, matches or lighters. This also includes nicotine pouches ('snus').

Theft

- Theft is a criminal action and may be punished by temporary or permanent exclusion. Theft includes any use of another person's property, including clothing and academic work, without their permission. Permission granted retrospectively is not acceptable.

Money, valuables, books, property and the School environment

- Litter must be placed in the litter bins provided and pupils should make an effort to keep the School environment looking clean and tidy.
- Within Houses, the occupants of individual studies have an obligation to keep the study tidy, free of litter and in good repair.
- All School property and pupils' possessions must be respected. No item belonging

to another pupil or to a Department may be used without express permission on each occasion.

Most school books are school property and are handed back at the end of the year. Pupils must look after them carefully. All pupils are required to carry their books in a bag. Books and files may be left at lunchtime in the pigeonholes or shelves provided. They must not be left on the ground, in the open or around the server area of Big School.

- Pupils may not use other pupils' games kit. All games kit must be clearly marked with the owner's name.
- Accidental damage must be reported immediately or it may be treated as vandalism. Vandalism, including any form of graffiti, is forbidden and is subject to serious School sanctions.
- Pupils are asked not to bring large sums of money or valuable items to School without good reason. (NB: The School does not insure pupil belongings.) Pupils are expected to keep money and valuables locked away in their lockers or to lodge them with their Housemaster or Housemistress: money and valuables must not be left lying about.
- Pupils may not sell or buy items among themselves, nor lend significant sums of money to others.

Gambling

- Gambling is forbidden.

Visitors

- Visitors to the School should be treated with courtesy and afforded every assistance.
- Pupils may not invite anyone who is not a member of the School into their House without asking the SHM beforehand.
- All visitors to the School should be signed in at Reception and wear a School visitor's pass at all times.

Open days

- If a pupil is required for an Open Day, he or she must attend. If there is a problem, a parent or guardian must contact the pupil's SHM at least two days before Open Day.

Banned items

- There is a ban on chewing gum throughout the School.
- No weapon of any sort, including laser pens and 'BB' guns, may be brought to School or carried by a pupil.

September 2024