



Otago Boys' High School

SCHOOL HOUSE RULES

The rules and expectations for boarders residing in the Otago Boys' High School House, School House are below. There are times when boarders may be unclear about what the exact rule is regarding one of the topics below and this is designed to make the rules and expectations clear. If boarders are clear about the rules, then they know what is expected and they cannot offer excuses. It is a requirement of all boarders that they familiarise themselves with these rules and ask School House staff if they are unsure. These rules and boundaries are in place to create a safe and orderly environment for all boarders and staff in School House.

These rules are a guide and are not intended to be a comprehensive statement or exhaustive list. School House reserves the right to amend/replace these rules from time to time at its discretion and all boarders are expected to know the rules and comply with them at all times.

BASIC SCHOOL HOUSE RULES

Boarders ARE deemed to be under the Authority of School House while:

- (a) present at School House during term time.
- (b) on the way to and from School House.
- (c) representing School House at any time whether it be in sport, cultural pursuits or any other activity.
- (d) attending any School House related event, social function or activity identifiable as a boarder of School House.
- (e) on a School House trip whether or not a parent or guardian is also present.
- (f) identifiable as a boarder of School House in an online environment.

1. **Boarder Commitment**

(a) General Conduct

- (i) Boarders are expected to display a high standard of behaviour, courtesy and manners, including following the 'Above the Hoops' code.
- (ii) Boarders must not act in a manner that brings or potentially brings School House into disrepute.
- (iii) Boarders are expected to be organised and prepared to follow the School Rules.

(b) Attendance

- (i) All boarders are full-time boarders. Part-time enrolments will not be accepted at any level.
- (ii) **Attendance** on all school days is **compulsory**.
- (iii) Boarders are required to attend **all classes**.
- (iv) 'School House day' begins at 3.05pm and concludes at 8.50 am, or when School House obligations have been met.
- (v) Senior boarders may have the opportunity to undertake courses outside School House eg Gateway. Any costs involved must be met by the boarder and they must source their own transport. Refer **School House Vehicle Rules**.
- (vi) All boarders will be required to take part in other **School House events and activities** eg House competitions, School House camps and 'in' weekends.
- (vii) All boarders in Years 11, 12 and 13 will have the opportunity to sit external examinations. It is expected boarders will sit external examinations where the course provides them. Therefore their year in School House ends on the last day of their last exam. Where internal assessment is offered all boarders must complete the work to meet the 100% completion policy.
- (viii) All boarders will be encouraged to take part in the wide range of extra-curricular sporting and cultural activities offered by OBHS. They must ensure the correct uniform is worn and that financial commitments are met.

- (ix) Travel to and from School House: No boarder has permission to be a passenger in a vehicle driven by an OBHS boarder or OBHS day boy unless specific written permission from the parents/caregiver has been granted and the driver has a full licence and written permission has been signed off by the Director of Boarding or the Rector.

2. Behaviour in School House

- (a) Boarders are expected to behave in a manner that is 'Above the Hoops' at all times.
(b) Boarders must meet the grooming expectations of OBHS.

3. School House Out of Bounds

- (a) Boarders must be within the boundaries of the School House site during 'School House day'. Out of bound areas are outside of any School House fence.
(b) Only Boarders on school activities or on leave may be outside of School House boundaries.
(c) All Yrs 9 – 12 boarders are only allowed in their residential dorm.
(d) Kitchen is out of bounds, except with the direct supervision of staff.

4. Leave from School House

- (a) Leave for Boarders is at the discretion of School House staff.
(b) Leave is removed as a discipline tool at the discretion of School House staff and cannot be overridden by parents.
(c) Boarders who are allowed to leave the hostel, **for any reason**, must sign out with the Duty Master in the main office. On return to School House boarders must sign in, with the Duty Master at the main office.
(d) Boarders must apply for leave using the REACH system, emails and phone calls from parents will only be accepted in exceptional cases.

Weekday Leave

❖ **Town Leave**

- o Granted for: Visits to Dunedin CBD
- o Availability: Monday – Friday: Depart 3:30 - 4:30pm / return by 5:30pm
- o Frequency: **Years 9-11: twice only, Monday – Friday. Yr 12/13 unlimited**
Restriction: Yr's 9-11 must be in groups of at least two.

❖ **Roslyn Shops Leave**

- o Granted for: Visits to Roslyn Shops and Dairy in the Dip **ONLY**
- o Availability: Mon– Fri: Depart 3:30 - 4:30pm return by 5:30pm
Yr 12 only 8-9pm. Yr 13 only 8-9:30pm
- o Frequency: Unlimited

❖ **Dinner Leave**

- o Granted for: Meals with parents or adult relatives
- o Availability: As required, from after school or after sport - return by 9pm
- o Actions required: Apply via REACH approved (parental consent required) by 3pm

Weekend Day Leave

❖ **Sport Leave**

- o Any school organised leave does not require parental consent. All sport not under the school jurisdiction requires parental consent using REACH.

❖ **Weekend Town Leave**

- o Granted for: Visits to Town CBD
- o Availability: Saturday– Sunday: depart no earlier than 12:30pm and return by 5:30pm
- o Restriction: Yr 10 and 11 must be in groups of at least two
- o Actions required: Yrs 9-11 must apply via REACH, and sign out/in using REACH . Parental consent required. Yr12 and 13 must get approval from duty staff, parental consent not required.

❖ **Weekend and Overnight Leave**

- o Full weekend leave (Fri-Sun) or overnight leave, on any night away from the Hostel, must be applied for using REACH, by the prior *Thursday night at 8pm*.
- o Students must not return from weekend or overnight leave before 2pm the next day.
- o Students must apply for leave using REACH and must be endorsed by a parent/guardian.
- o The consequences, for breaking this rule is significant.

5. Leave from School House

- (a) Bicycles must be wheeled (not ridden) inside School House grounds.
- (b) Bicycles must be stored in the specialised container. Bicycles should not be left against buildings or fences.
- (c) Cycle helmets must be worn at all times.

6. Absences and lateness

- (a) Parents/Guardians are requested to inform School House by 8.30am at the latest each day, if a boarder is going to be late or absent from School House after leave. Phone 03 477 5109 and leave a message. (This is a 24 hour service.)

7. School House Detentions

- (a) School House detentions are organised by staff and at a time convenient for the staff.
- (b) Detentions take priority over all other activities e.g. sports practices, band rehearsal.

8. Firearms and ammunition

- (a) Any firearms stored at School House are done so at the discretion of the Director of Boarding.
- (b) All students must have their firearms registered with the NZ Police and have current licenses to use them.
- (c) Before bringing a firearm to School House, parents/guardians and students must return a signed consent form. The consent form clearly states the consequences for the student if the correct procedures are not followed at all times.
- (d) No ammunition is to be brought or stored at School House under any circumstances.
- (e) Under no circumstances may any student remove their firearm unless the Senior Housemaster or Director of Boarding has given approval.

9. Motor vehicles

- (a) Boarders require approval from School House to use a motor vehicle, or moped to drive to and from any School House related activity. Activities include extra-curricular practices and fixtures.
- (b) Approval will be given to Year 13 boarders only once an application form has been completed.
- (c) Approval is given to the named boarder only. Passengers are not permitted unless approval is granted from parents/caregivers and the driver has the correct licence.
- (d) Pillion riding on motorbikes is not permitted.
- (e) Offences against traffic regulations may result in the removal of the right to bring the vehicle to School House or to use it for any other School House activity. The matter may be referred to the police.

10. Bus boarders

- (a) Conduct on buses will be of the same standard as in classrooms.
- (b) Boarders must wait for buses at the appropriate place and in an orderly manner.

11. Damage to School House property

- (a) Must be reported to the Property Manager.
- (b) Boarders will be required to pay for damage caused by carelessness.

12. Emergency drills

All boarders must immediately follow all the directions from staff members.

13. Information Technology

- (a) Boarder access to cell phones is at the discretion of School House staff .
- (b) Cell phones must be handed in, according to the cell phone rules for each year level. Failure to do so, or to have a dummy phone may see a boarder removed for a period of time from the hostel.
- (c) Constant cell phone issues may mean a disciplinary action from School House - 1st offence-device surrendered for the day. 2nd offence- device surrendered for the week. **3rd offence- device ban for the remainder of the term.**
- (d) Boarders are not permitted to engage in any activity such as displaying images or sending messages that may offend or harass another person. (For the avoidance of doubt, this prohibition includes any 'cyber bullying' of other boarders or people while under the authority of School House.)
- (e) Boarders are not permitted to create, send, save or share material that may bring School House or a member of its community, into disrepute.
- (f) Boarders are not permitted to be involved with any form of 'Electronic Vandalism' such as the transfer of malicious software.
- (g) School House gaming resources can be used for personal amusement, at the discretion of staff, by engaging in activities such as playing games. No other activity, outside of gaming is permitted.
- (h) Boarders may not access or make attempts to access any material that maybe objectionable or is unlawful, for example pornography, or engage in any activities that are unlawful under New Zealand law. Such activities may include, but are not limited to fraud, electronic crime (hacking, spamming, identity theft) and harassment.
- (i) Boarders must respect every individual's right to privacy and must not make or distribute audio or video recordings or take photographic images of an individual without his or her explicit permission.
- (j) All boarders must sign the Boarder User Agreement before accessing School House network.

14. Illness

- (a) Boarders with injuries/illness should report to the main office.
- (b) Boarders are not permitted to have their cell phones with them while sick.
- (c) Boarders are not permitted to attend extracurricular activities while sick.
- (d) School House will make every attempt to contact a boarder's parent/guardian before sending a boarder home or obtaining medical treatment.

15. Other Items

- (a) Skateboards, rollerblades, are not permitted to be used in School House.
- (b) E-scooters and similar products are not permitted at School House.
- (c) Boarders are not permitted to bring to School House items that may harm another boarder or that may be deemed to be a risk to health and safety. These may include such items as aerosols, cigarette lighters, imitation firearms, bb/paint ball guns.

16. Prohibition on Drugs, Alcohol, Smoking and Vaping

- (a) No boarder shall consume, sell, purchase, supply, have in his possession or be under the influence of alcohol, illegal drugs, R18 legal drugs or party pills, whether or not lawful under the law of New Zealand, while under the authority of School House.
- (b) No boarder is permitted to have in their possession any drug or alcohol paraphernalia while under the authority of School House.
- (c) No boarder is permitted to have prescription/non-prescription medicines in their possession or in their room. All prescribed medicines are to be given to the Matron and will be locked away.

- (d) No boarder shall smoke tobacco, supply tobacco to other boarders or have tobacco in his possession while under the authority of School House.
- (e) No boarder shall vape or have vaping paraphernalia in his possession while under the authority of School House.
- (f) A disciplinary committee of the School Board is authorised, in its sole discretion, to determine, in any particular case before it, whether a drug or pill is prohibited by Rule (a) above.

Policy *It is the Rector's policy to treat very seriously a breach of this rule. The Rector would review all the circumstances and consider review of place, as a serious disciplinary option.*

17. Policy relating to Theft, Truancy, Bullying, Fighting, Assault and Repeated Disobedience

- (a) No boarder shall steal.
- (b) No boarder shall bully, assault, fight with, or intimidate another boarder or staff member.
- (c) No boarder shall be in possession of, or use, knives or other weapons.

Policy *It is the Rector's policy to treat very seriously a breach of this rule. The Rector would review all the circumstances and consider review of place, as a serious disciplinary option.*

Notwithstanding any statement made in these rules, the Rector may decide that an individual breach of any School House rule constitutes a sufficiently serious offence for immediate action to be taken. Each case will be considered against all relevant circumstances.