



OTAGO BOYS' HIGH SCHOOL

SCHOOL HOUSE RULES & EXPECTATIONS

The rules and expectations for boarders residing in the Otago Boys' High School House (School House) are outlined below. This document is designed to ensure absolute clarity regarding boundaries, responsibilities, and expectations.

If boarders understand the rules, they know exactly what is expected of them. All boarders are required to familiarise themselves with these rules and consult School House staff if they are unsure about any policy. These boundaries exist to maintain a safe, fair, and orderly environment for all boarders and staff.

Please Note: *These rules serve as a guide and are not intended to be an exhaustive or comprehensive statement. School House reserves the right to amend or replace these rules at its discretion. All boarders are expected to know and comply with the current rules at all times.*

Authority of School House

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

- a) present at School House during term time.
- b) en route to and from School House.
- c) representing School House at any time in sporting, cultural, or other extra-curricular activities.
- d) attending any School House-related event, social function, or activity where they are identifiable as a boarder.
- e) on a School House trip, regardless of whether 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 must display a high standard of behaviour, courtesy, and manners at all times, including strictly adhering to 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, prepared, and ready to follow all School Rules.



(b) Attendance

- (i)** All boarders are full-time boarders. Part-time enrolments are not accepted at any level.
- (ii)** Attendance on all school days is compulsory.
- (iii)** Boarders are required to attend all scheduled classes.
- (iv)** The "School House day" begins at 3:05pm and concludes at 8:50am the following morning, or whenever specific House obligations have been met.
- (v)** Senior boarders may have opportunities to undertake external courses (e.g., Gateway). Any associated costs must be met by the boarder, and they must arrange their own transport (refer to Section 9: Motor Vehicles).
- (vi)** Participation in designated School House events and activities (e.g., House competitions, camps, and "In" weekends) is compulsory.
- (vii)** All boarders in Years 11, 12, and 13 are expected to sit external examinations where the course provides them. A senior boarder's year ends on the last day of their final exam. Where internal assessment is offered, boarders must complete the work to meet the 100% completion policy.
- (viii)** Boarders are encouraged to participate in OBHS extra-curricular sporting and cultural activities. They must ensure the correct uniform is worn and all financial commitments are met.
- (ix)** Travel to and from School House: No boarder has permission to be a passenger in a vehicle driven by another OBHS boarder or OBHS day boy unless specific written permission from their parent/caregiver has been granted, the driver holds a full licence, and the arrangement has been signed off by the Director of Boarding or the Rector.

2. Behaviour in School House

- (a)** Boarders are expected to behave in an "Above the Hoops" manner at all times.
- (b)** Boarders must strictly meet the grooming expectations of Otago Boys' High School.

3. Out of Bounds Areas

- (a)** Boarders must remain within the physical boundaries of the School House site during the "School House day". Any area outside the School House fences is considered out of bounds.
- (b)** Only boarders participating in approved school activities or on official leave may step outside School House boundaries.
- (c)** Year 9 to 12 boarders are only permitted in their own assigned residential dorm.
- (d)** The kitchen is strictly out of bounds to all boarders unless under the direct supervision of staff.



4. Leave from School House

- (a) All leave is granted at the absolute discretion of School House staff.
- (b) Leave may be revoked as a disciplinary measure by staff; this decision cannot be overridden by parents.
- (c) Boarders permitted to leave the hostel for any reason must sign out with the Duty Master in the main office and sign back in immediately upon return.
- (d) All leave applications must be submitted via the REACH system. Emails and phone calls from parents will only be accepted in exceptional circumstances.

(e) Weekday Leave Policies

Leave Type	Purpose & Details	Availability / Freq.	Restrictions & Actions
1. Town Leave	Visits to Dunedin CBD	Mon–Fri: Depart 3:30–4:00pm, return by 5:00pm. Y9–11: Once/week. Y12–13: Unlimited.	Years 9, 10, and 11 must travel in groups of at least two.
2. Roslyn Shops	Visits to Roslyn Shops	Mon–Fri: Depart 3:30–4:30pm, return 5:00pm. Y12: 8:00–9:00pm. Y13: 8:00–9:30pm. Freq: Unlimited.	Standard sign-out procedures apply via office.
3. Dinner Leave	Meals with parents or adult relatives	As required, from the end of school/sport. Return by 9:00 pm.	Apply via REACH by 3:00 pm (requires parental consent) or in person with Housemaster.

(f) Weekend Leave Policies

- **Sport Leave:** Any school-organised sports leave does not require direct parental consent. Any sporting activity not under school jurisdiction requires parental consent submitted via REACH.
- **Weekend Town Leave:** Visits to the CBD on Sat/Sun for a max of 3 hours (seniors) or 2 hours (juniors). Y10–11 must travel in pairs. Y9–11 require REACH parental consent and sign-out. Y12–13 require duty staff approval only.
- **Weekend & Overnight Leave:** Must be applied for via REACH by 8:00 pm on Thursday. Boarders must not return before 12:00 pm the following day. All applications require parent/guardian endorsement.

5. Bicycles

- (a) Bicycles must be wheeled, not ridden, inside the School House grounds.
- (b) Bicycles must be stored in the specialised container. They must not be left leaning against buildings or fences.
- (c) Approved cycle helmets must be worn at all times when riding.



6. Absences and Lateness

- (a) Parents/Guardians must notify School House by 8:30 am at the latest if a boarder is going to be late or absent following a period of leave.
- (b) Contact: Phone 03 477 5109 and leave a message (24-hour answering service).

7. School House Detentions

- (a) School House detentions are scheduled by staff at a time convenient to the operation of the hostel.
- (b) Detentions take absolute priority over all other activities, including sports practices, work commitments, and cultural rehearsals.

8. Firearms and Ammunition

- (a) Any firearms stored at School House are done so purely at the discretion of the Director of Boarding.
- (b) All students bringing firearms must have them registered with the NZ Police and hold a current, valid licence.
- (c) Before bringing a firearm onto the property, parents/guardians and the student must sign and return a specific firearms consent form outlining the strict handling procedures and safety consequences.
- (d) No ammunition is to be brought to or stored at School House under any circumstances.
- (e) Under no circumstances may a student remove their firearm from storage unless direct approval has been given by the Senior Housemaster or the Director of Boarding.

9. Motor Vehicles

- (a) Boarders require official approval from School House to use a motor vehicle or moped to drive to and from any House-related activity, including extra-curricular practices and fixtures.
- (b) Vehicle approval is strictly limited to Year 13 boarders only, upon completion of the official application form.
- (c) Approval is granted to the named boarder only. Passengers are not permitted unless explicit written approval is granted by the parents of both the driver and the passenger, and the driver holds the correct New Zealand licence class.
- (d) Pillion riding on motorbikes/mopeds is strictly prohibited.
- (e) Traffic offences or regulatory breaches will result in the immediate removal of the right to bring a vehicle to School House. Serious matters will be referred to the Police.



10. Bus Boarders

- (a) Conduct on school and charter buses must meet the same high standards expected in the classroom.
- (b) Boarders must wait for buses at the designated locations in an orderly and respectful manner.

11. Damage to Property

- (a) Any damage to School House property must be reported immediately to the Property Manager.
- (b) Boarders will be billed for the full cost of repairs or replacements resulting from carelessness, negligence, or vandalism.

12. Emergency Drills

All boarders must immediately, quietly, and precisely follow all instructions issued by staff members during any emergency drill or real event.

13. Information Technology & Digital Devices

- (a) Boarder access to mobile phones is at the discretion of School House staff.
- (b) Cell phones must be handed in according to the specific rules designated for each year level. Failure to hand in a phone, or handing in a 'dummy' phone, may result in the boarder being suspended from the hostel for a period of time.
- (c) Persistent phone violations will result in progressive disciplinary action: 1st Offence: device surrendered for the day; 2nd Offence: device surrendered for the week; 3rd Offence: device banned for the remainder of the term.
- (d) Boarders are prohibited from displaying images or sending messages that offend, cyber-bully, or harass another person.
- (e) Boarders must not create, send, save, or share any material that brings School House, OBHS, or any member of its community into disrepute.
- (f) Boarders must not engage in 'Electronic Vandalism,' including the transfer of malicious software (malware/viruses).
- (g) School House gaming resources may be used for personal entertainment at the discretion of staff. No unauthorised activities outside of gaming are permitted on these systems.
- (h) Boarders must not access, or attempt to access, objectionable or unlawful material (e.g., pornography), or engage in illegal online activities including fraud, hacking, spamming, identity theft, or harassment.
- (i) Every individual's right to privacy must be respected. Boarders must not record audio, video, or take photographs of any individual without their explicit, prior permission.



- (j) All boarders must sign the Boarder User Agreement before being granted access to the School House network.

14. Illness and Medical Treatment

- (a) Boarders who are injured or feeling unwell must report immediately to the main office.
- (b) Boarders are not permitted to keep their cell phones with them while resting in the sickbay.
- (c) Boarders who are too unwell to attend school are strictly barred from attending extra-curricular activities on that day.
- (d) School House will make every practical attempt to contact a parent/guardian before sending a boarder home or obtaining external medical treatment.

15. Restricted Items

- (a) Skateboards and rollerblades are not permitted to be used within School House grounds.
- (b) E-scooters and similar personal electric transport items are strictly prohibited at School House.
- (c) Boarders must not bring items that pose a risk to health, safety, or property. Prohibited items include, but are not limited to: aerosols, cigarette lighters, imitation firearms, and BB/paintball guns.

16. Serious Misconduct: Drugs, Alcohol, Smoking, & Vaping

- (a) No boarder shall consume, sell, purchase, supply, possess, or be under the influence of alcohol, illegal drugs, R18 legal drugs, or party pills (regardless of legality under NZ law) while under the authority of School House.
- (b) Possession of drug or alcohol paraphernalia is strictly prohibited.
- (c) Boarders are not permitted to keep prescription or non-prescription medicines in their rooms. All medications must be handed to the Matron to be securely locked away and administered.
- (d) No boarder shall smoke tobacco, supply tobacco, or possess tobacco while under the authority of School House.
- (e) No boarder shall vape, supply vaping products, or possess vaping paraphernalia.
- (f) A disciplinary committee of the School Board is authorised, at its sole discretion, to determine whether any specific drug or pill falls under these prohibitions.

RECTOR'S DISCIPLINARY POLICY:

It is the Rector's policy to treat any breach of this rule with the utmost seriousness. The Rector will review all circumstances surrounding a breach, and a review of the student's place in the hostel will be considered as a primary disciplinary option.



17. Serious Misconduct: Theft, Truancy, Bullying, & Violence

- (a) No boarder shall steal.
- (b) No boarder shall bully, assault, fight with, or intimidate any other boarder, student, or staff member.
- (c) No boarder shall possess or use knives or any other weapons.

RECTOR'S DISCIPLINARY POLICY:

It is the Rector's policy to treat any breach of this rule with the utmost seriousness. The Rector will review all circumstances surrounding a breach, and a review of the student's place in the hostel will be considered as a primary disciplinary option.

18. Rector's Overriding Authority

Notwithstanding any explicit statement made within these rules, the Rector reserves the right to determine that an individual breach of any School House rule constitutes a sufficiently serious offence for immediate disciplinary action or exclusion. Each case will be carefully considered against all relevant circumstances.