



The Cathedral School
of St Anne & St James
TOWNSVILLE

SCHOOL RULES

Adherence to these rules will help the School to run more efficiently and enable it to serve you better.

PHILOSOPHY

- It is expected that students will be courteous and respectful at all times.
- Students of the school are expected to use their common sense at all times.
- It is expected that students will participate cheerfully in school activities and commit themselves to training if selected for a team.

GENERAL

- It is a condition of the enrolment of the student at The Cathedral School that the parents on their own behalf and on behalf of the student are aware of the content of the school rules and have agreed to abide by them.
- The Cathedral School, through the Principal, retains the right to discipline, suspend or dismiss from the school any student on the grounds of the student's unsatisfactory conduct or performance or failure to observe any school rule. Students are regarded as being under school discipline when they are at school or any official school function or when they are wearing the school uniform or part thereof and includes school camps, outings and tours.
- No student may drink intoxicating liquor, smoke, gamble, or have any dealings with illegal, non-prescribed or addictive drugs while under school discipline.
- No practise endangering life, limb or property may be indulged in. No student may bring onto the school premises any weapon, drug, explosive or dangerous substance, nor shall any student while under school discipline be in possession of or throw any missile or article that could cause harm or discomfort to others.
- Students' persons, possessions, boarding areas, lockers, storage areas and bags may be searched at any time. The Head of School, plus a teacher and the relevant student, will be present at any such search.
- The School reserves the rights to search student's mobile phones and/or electronic devices if necessary.
- Physical contact between students is not permitted, with the exception of non-sustained spontaneous acts of affection.
- Any form of bullying and/or harassment is not permitted.
- The School uses Friday and Saturday Detentions and suspensions to enforce rules where appropriate.
- The School acknowledges cultural shaving practices and gives students until the next school holiday period to meet school standards.

ATTENDANCE, ABSENCES, LEAVES ETC

- If a student is absent or late, or will need to leave for part of the day, a parent or guardian should notify the relevant School Office, via note, email or phone call.
- Students leaving school must have parent permission and must sign out at the relevant School Office.
- Students are not to be present at school before 8.10am nor after 3.35pm unless attending the IRC or a recognised school activity. There is no staff supervision outside these hours.
- Any student who arrives late at school must report to the relevant School Office.
- No student may leave the school grounds between morning arrival and the afternoon dismissal of school without special permission from the relevant Head of School. No students will receive permission to go home for lunch.
- Students must attend all periods time-tabled for them. Permission for absence from a period must be sought from the teacher concerned on the day before the time of the period, and the relevant Head of School must be informed.
- All students must be at the appropriate class, assembly, Chapel or any other school activity at the appointed time. Lateness to any class must be explained by a note from the relevant staff member.

APPEARANCE

Uniform

- The wearing of uniform in full, to and from school and in public places, is required. A student may place their enrolment in jeopardy if they disregard uniform requirements.
- The formal uniform is worn on the first and last day of each term, for excursions, and on nominated special occasions.
- The sports uniform, including a hat, must be worn for all sports activities, but may only be worn home following after-school sports activities or following a whole-day sporting event.
- Hats must be worn out of doors, and the use of sunscreen is highly recommended.

Grooming

- Students should be neat and tidy at all times.
- No nail polish or any form of makeup, bronzer or fake tan are to be worn whilst at school.
- Girls' dresses should be no shorter than the top of the knee.
- Boys will come to school clean-shaven.

Hair

- Hair must be visibly combed and remain natural in colour and appearance while attending school. Students are permitted to have colours that are subtle and natural looking; our stance is one of moderation.
- Long fringes, scraggly hair around the face, hair extensions, undercuts or other extremes of style are not permitted.
- Hair is to be no shorter than a No. 3 cut for both males and females.

Female students

- Hair is to be worn neatly and fastened with a band and/or ribbon in navy blue, brown or white if hair reaches the top of the collar.
- All hair must be firmly tied and pinned off the face and above the collar. Single pony tails or plaits must be held firmly in place beneath the crown.

Male students

- Hairstyles will be of a consistent length, not touching the collar, ears and eyebrows.
- Students not abiding by these guidelines must have the cut/colour rectified immediately.

Footwear

- Students must wear appropriate footwear at all times.
- Leather school shoes are required for Science, Food & Textiles and Design & Technology.
- There are to be no thongs, even on wet weather days or casual dress days.

Jewellery

- All students may wear a plain, simple watch and one simple linked metal chain necklace no more than 2mm across.
- No visible body piercings or tattoos are permitted.
- No bracelets or wristbands may be worn.

Female Students

- One pair of earrings, located in the middle of the earlobe is permitted. These may be plain gold/silver studs no more than 5mm with no stone or pearl, or plain sleepers, no more than 15mm outer diameter.
- One plain ring may be worn.

Male Students

- No earrings or rings may be worn. No other jewellery will be allowed and will be confiscated if worn to school. Jewellery covered by band aids will also be confiscated. Clear plastic plugs, spacers or keepers are not permitted under any circumstances.

Casual Dress Day Guidelines

This is a normal school day and appropriate dress standards are expected.

- No thongs are to be worn.
- Students are not to wear anything with offensive messages.
- Tops are to have sleeves; no bare midriffs.
- No 'short' shorts or skirts.
- No hair colouring is permitted; coloured wigs are allowed but do not replace a hat.
- Students are to wear a hat, not a cap.
- Students must have appropriate closed in footwear for practical lessons and sports uniform for PE.
- Phones and iPods must be left in a locked locker for the school day.
- Cross gender dressing is not permitted.

WET WEATHER EXCEPTIONS

During persistent periods of heavy rain, students are permitted to wear older, closed-in-shoes. Crocs or thongs are not permitted. Hats are not required.

TRAVEL

- Students may ride bicycles to school provided they wear protective headgear.
- Students are to walk their bicycles whilst inside the school grounds.
- Students are not permitted to ride motorcycles or scooters while travelling to or from school or any official school function. Skateboards and scooters are discouraged as there is no secure storage provided.
- Students who hold a licence to drive a motor car may drive to and from school provided that:
 - They operate within the law and where necessary, with parental permission to take passengers.
 - They supply car registration details to the Head of Senior School and park in the areas as directed by the Head of School.
 - They observe the rules governing the conduct and dress of students while under school discipline – and on the understanding that the failure to abide by the above or the indulgence in any foolish behaviour will result in the withdrawal of the permission granted by this rule.

CARE OF PROPERTY

Students should care for their own property and show respect for the property of others and of the school community as a whole.

- Books and tote trays (Junior School) must be kept clean and tidy. Lockers (Middle and Senior School) must be kept locked except when being accessed. Lockers must be emptied and locks removed at the end of each term.
- Money or valuables should be securely stored or left with staff for safe-keeping. The School will not be held responsible for any money or valuables lost or stolen from the school property.
- School property must not be damaged, disfigured or removed. Any damage to school property must be reported immediately to the relevant Head of School.
- Students may not interfere in any way with property belonging to others.
- Bicycles must be locked in the racks provided.
- Electronic equipment may be brought to school at own risk.
- Chewing gum is banned from the school grounds.

RESTRICTED AREAS

In the interests of safety and hygiene and to prevent damage to the building or interference with the rights of others, certain areas of the School have a restricted use.

- Students must not remain in a classroom unless a teacher is present.
- Students may not eat food or consume drinks in the Library, IRC, Lecture Theatre, Technology Centre, Rock Centre, on stairs, on walkways, in classrooms, in the Green Hall, in the Music area or in the swimming pool. The only exception is water in clear plastic drink bottles in classes.
- There shall be no running, playing or noisy behaviour in corridors, paved areas, classrooms or changing rooms.
- No games of any kind may be played in the changing rooms. During lunchtime, sports may be played only in the appropriate areas, including playgrounds, Rock Centre, Oval and Sports Precinct.
- All Boarding Houses are out of bounds during the school day.
- The Maintenance Sheds are out of bounds for all students.

STUDENT USE OF MOBILE TELEPHONES AT THE CATHEDRAL SCHOOL

- As with any personal property, the school will not indemnify any student or family for any damage, theft or loss of a mobile telephone or electronic device (ipad, laptop, tablet, interactive watches) in any circumstances.
- Between 8.35am and 3.10pm, all student mobile telephones are to be switched off and stored securely in their locked locker.
- Between 8.25am and 3.10pm, electronic devices are to be used for educational purposes at the direction of the teacher.
- Students wishing to use their electronic device to undertake schoolwork during break times will do so only in the Library or the designated lunchtime tutoring room.
- Students must abide by the Acceptable Usage Policy at all times (located on eCat).
- On excursions, the permission of the supervising member of staff should be sought before a mobile telephone is used.
- Mobile telephones are not to be taken on school camps. At any school function (i.e. concerts, Chapel services, Presentation Ceremonies etc) all mobile telephones must be switched off and out of sight.
- Should a mobile telephone be misused, or cause distraction or nuisance to others, the school reserves the right to remove the item from the student. Their parent or guardian may be required to collect the mobile telephone from the school at a time negotiated with the relevant Head of School.
- The guidelines for boarders and mobile phones are to be found in the Boarders' Handbook.
- There can be no photographing/videoing or any student/staff at any school event by students. The only exception is when it is part of curriculum requirements or when requested by a Head of School.