



Title:	Rules and Regulations
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Rules and Regulations

POLICY

All students and staff are expected to read, learn and observe the School Rules and Regulations.

The School believes that the only discipline of real significance is that which the individual imposes upon themselves. These rules aim to make each student aware of the value of self-control, orderliness and the need to cultivate a sense of responsibility for their own conduct and for the larger community of which they are a part.

Meetings and Obligations

It is the responsibility of each student to keep themselves informed of matters published in "TAS Talks", the Calendar, via email and on the Notice Boards. All students are expected to use their TAS email account as a means of daily communication. If a student has conflicting obligations they must ensure they are excused beforehand from those commitments they cannot meet.

Dress Regulations

The School expects its students to wear their full school uniform correctly and with pride and sets high standards for students in public. It is our expectation that uniform and shoes will be clean and in good repair.

Boys hair is to be neat and tidy and of an acceptable length and there must be no artificial colouring.

Girls hair should be a natural colour and be both clean and well kept. It must be worn off the face and neatly tied back if shoulder length or longer. If girls choose to wear ribbons they must be plain navy.

During the school day students arriving or departing grounds must wear a blazer and hat unless instructed otherwise.

Summer uniform

Boys are to wear khaki shorts and shirt, long socks, black shoes, school tie and navy blazer (years 6-10) or striped senior blazer (years 11 and 12). A school jumper may be worn with this uniform.

Girls are to wear school dress, short white socks, black shoes and navy blazer (years 6-10) or striped blazer (years 11 and 12). The navy girls jumper may be worn with this dress depending on the weather.

Winter uniform

The school uniform comprises the striped senior blazer for students in Years 11 and 12 and blue school blazer for students in Years 6 to 10. Boys wear a grey shirt, school tie, grey socks, grey trousers, school jumper and black laced shoes.

For all formal occasions a white shirt is worn instead of the grey. Years 6-10 girls wear a grey skirt, TAS long sleeved blouse, black knee high socks or black stockings and navy blazer.

For formal occasions the girls wear a white long sleeved blouse and skirt with the school tie, black

stockings and navy blazer. Year 11 and 12 girls wear a navy skirt, the white formal blouse, school tie, black knee high socks or black stockings and the striped senior blazer. The navy school jumper may be worn at all times depending on the weather.

Hats and Caps

All boy day students in Years 6-12 must wear their Akubra hat to and from school and note that it is a compulsory item of uniform. Akubras are required to be worn outside school grounds when the student is wearing school uniform. TAS caps should be worn by students in the playground during recess and lunchtimes.

Non-regulation hats/caps are not to be worn with school uniform or school sports clothing. All girl day students are required to wear the TAS straw hat to and from school or while outside school grounds wearing their school uniform.

1) Caps should be worn for all outdoor summer sports and, where appropriate, some outdoor winter sports. All students are required to wear a hat during recess and lunchtime. Non-TAS caps are not permitted to be worn with school uniform. The exception is cricket, where the TAS wide brimmed Chappell hat is strongly recommended.

NB: BLAZER: Yr 11 and 12 wear the striped sports blazer. All other years wear the plain blue blazer. Once a student has honours displayed on the blazer it may be referred to as an 'honours blazer'.

Sports Dress

- **TAS sport polo shirt:** All students will have a TAS sport polo shirt. This has the School crest embroidered on it. This should be worn, with TAS blue shorts, when representing the School in external competitions. This includes: tennis, swimming, athletics, touch, volleyball, canoeing, water polo and bench press
- **House polo shirt:** For any inter-house sporting activities, including the athletics championships, swimming championships and inter-house cricket competition, each student will wear their House polo shirt. Additionally, for swimming and athletics, TAS blue shorts are worn.
- **TAS tracksuit:** All students will have a TAS tracksuit which may be worn at training, at matches and when travelling to and from matches.
- **TAS All Weather Jacket:** Optional and may be worn to training or when travelling to and from sporting events or at matches.
- **TAS cap:** This should be worn for all outdoor summer sports and recreation and, where appropriate, some outdoor winter sports. Non-TAS caps are not permitted. The exception is cricket, where the TAS wide brimmed "Chappell" hat is strongly recommended.
- **TAS swimming costume:** All students must wear the TAS blue swimmers at the School carnival and when representing TAS at external carnivals. House swimming caps must be worn at the School carnival and TAS swimming caps for external carnivals. Both caps are provided by TAS.
- **PE uniform:** TAS polo shirt or plain white polo shirt, TAS blue shorts, white socks and joggers.
- **Dress for training:** This will vary from sport to sport and will be determined by the MIC of each sport in consultation with the Director of Co Curricular.
- **Dress for matches/competitions:** Students will wear the appropriate TAS sports uniform as determined by the School. As students will be representing TAS, their uniform will be neat

and clean and in good order. The wearing of articles of clothing which carry advertisements is expressly forbidden at any time.

When travelling: On sporting trips, all students will travel in School uniform or the appropriate sports uniform or TAS tracksuit as determined by the Director of Co Curricular.

The Wearing of Student Uniform

- i. Ties should be worn so that the collar button is done up and does not show
- ii. Shoes should be polished daily
- iii. Full school uniform must be worn in public between school and home (day students). This includes blazer and akubra/ straw hat.
- iv. Within the school, blazers do not have to be worn except at formal occasions or Tuesday Assemblies. The grey jumper may not be worn outside school as an outer garment.
- v. Extremes of hairstyle are not permitted (see dress regulations above)
- vi. Jewellery:

Boys - Any jewellery worn must not be visible

Girls -

- No facial jewellery is permitted
- Girls up to Year 8 can wear 1 set of either small gold or silver studs.
- Girls in Years 9-12 can either wear small gold, silver or pearl studs or small gold or silver sleepers. However, girls may be asked to remove these during some sporting or co- curricular activities for health and safety reasons.
- Watches can be worn.
- No rings, wristbands or bracelets are to be worn, unless for medical purposes.
- Necklaces are not to be worn, except for those that have religious significance. These should be discreetly tucked underneath the uniform.

Each article of clothing must be clearly marked with a woven name tag (sewn tags, not iron-on tags- laundry markers do eventually fade).

Manners

There is an expectation on all students to accept, uphold and practice good manners and behaviour appropriate to the occasion. Staff and parents are expected to support the school in this area.

Absence, Illness and Punctuality

- i. All students must be at school on time. If late, the student must sign in at Reception and get a 'late slip' to take to class.
- ii. **Parents are asked to advise the school if their son or daughter is absent by 8.30 am on the day of absence. A written note from a parent explaining the absence MUST be provided to Reception the day of return.**
- iii. Should a student be ill during school hours, they are to go straight to the School Medical Centre. The nurse will then take appropriate action. Boarders must not be in the Boarding House if they are ill.
- iv. Should a parent require a student to keep a special appointment that would interfere with school work or activity a written request to the Deputy Headmaster is required (via email). The leave book in the Reception must then be signed upon departure and return.

- v. In any case of infectious disease or contact with infectious disease the School must be notified immediately and the student shall not return to school until the School Nurse informs the Headmaster that there is no risk of spreading infection.
- vi. Students are expected to attend school for the full period of the term. **An “Application for Exemption from Attendance at School” MUST be completed by a parent and permission given prior to the leave being taken. This form should be directed to the Deputy Headmaster on dhm@as.edu.au for approval.**
- vii. Should a student be unable to meet sporting obligations for a match for which they have been selected they are to seek leave from the coach concerned, giving as much notice as possible so a replacement can be found.
- viii. No pupil may leave the school grounds during school hours without the specific authority of the Deputy Headmaster.

Safety

- i. Sensible behaviour is expected within and around buildings and on the sporting field at all times. Physical behaviour between students will not be tolerated and may result in suspension.
- ii. Students are not to enter laboratories, language rooms, the F2 rooms, the Technics and music rooms until invited to do so by teachers.
- iii. No missile of any kind may be thrown or projected.
- iv. The riding of bicycles or skateboards is prohibited in the Lawrance Quadrangle and along the front drive. Students riding bicycles must wear an approved bicycle helmet.
- v. No knives, explosives or dangerous materials may be brought into the school or boarding houses.
- vi. No student should have liquid paper in their possession.
- vii. Students may not interfere with electric wires or fittings in school or boarding houses.
- viii. Students may not retain live ammunition or firearms.
- ix. Students are forbidden to interfere with fire safety equipment. An automatic fine will be imposed if this occurs.
- x. Aerosol cans of any type, particularly deodorants are not permitted because of the fire detection equipment. Any misuse will result in a substantial fine to the student responsible.

Motor Vehicles/ Driving

- i. No students who hold a “Learner” or “Provisional” drivers licence (“L” or “P” plates) are permitted to drive a vehicle into the school grounds.
- ii. Day students may drive to school and park outside of the school grounds provided parents have provided the ‘Permission to Drive to School’ form in duplicate, available from Front Office or the school website.
- iii. The vehicle is not to be used between the commencement of the school day and 3.30 pm. The vehicle is not to be brought on to school property.
- iv. **Students are forbidden to drive other students in their cars** without the written permission of parents of the passenger, which should then be submitted to the Deputy Headmaster.

- v. Boarders are not to have the use of a motor vehicle in Armidale unless parents have presented a case for good cause and the Deputy Headmaster has approved. A separate Boarders Drivers form is available from Front Office and the website.

Sexual Activity

No sexual activity may take place on the school campus or at school functions or activities and camps. Respect for others and the school community's expectations as well as consideration for the wellbeing of all students is to be promoted throughout the school.

It is also expected that all students will not make physical contact and keep a respectful space from others during school and any school activities, on or off campus.

Taxis

- i. No taxi is to be ordered from the school by pupils without the authority of either the Head of House, Reception or the Director of Co- Curricular who will sign a Taxicharge docket.
- ii. The taxi company has been instructed that no other form but the school Taxicharge is to be accepted.

Smoking, Drinking, Drugs

- i. Students may not smoke nor may they bring such smoking materials into the school.
- ii. Students may not bring alcohol into the school, nor have it on their possession, nor consume it. It is state law that alcohol may not be purchased by anyone under 18 years of age.
- iii. Psychoactive drugs (including depressants, stimulants and hallucinogens) are forbidden. The school will take disciplinary action concerning any individual within its jurisdiction who sells, helps obtain, possesses, consumes or is under the influence of any of these.
- iv. Prescribed medicines must be left with the School Nurse in the Medical Centre.

Leave Exeats

- i. *General:* Permission required for all leave except short leave, eg to corner shop in Mann Street. Permission for these comes from the Person on Duty (Boarders).
- ii. *Exeats:* parents are asked to supply a visitors' list to the Head of House. This list may be altered at the parents' discretion. An email or telephone call must be received from parents and the host before permission is granted by the Head of House. In the case where the host is not on the visitors' list, contact will be made by parents as well as by the host in order to cover any eventuality. All leave permissions should be completed by breakfast on Thursday morning. Students organising late leave may not gain approval for leave. (Boarders)
- iii. *Leave for Tea:* Should parents wish to take their son or daughter (boarder) to a local restaurant for a meal, Heads of House should be contacted at the earliest opportunity.
- iv. *Appointment Leave:* Where possible all dental and similar appointments should be made during holiday time. Leave from school will only be granted in exceptional circumstances. The School Sisters are to organise any medical appointments for boarders in term time.
- v. *Weekend and Overnight Leave:* Leave may be taken on Friday afternoon but must be after school commitments have been met. Students should return by 8.00 pm Sunday but on request students may be allowed to return to school by 8.20 am Monday.

- vi. *House Visiting:* Students in one House may not visit students in another House unless permission has been obtained from the person on duty in each House. Day students must have permission from a boarding head of House to visit boys in his House. (Boarders / Day students).

Lap-Top Computers

Please refer to the publication "Technology at TAS" for rules and regulations.

Mobile Phones

Mobile phones are only to be used at times when a student would expect to be able to use a school phone (ie. Recess, lunch time and after school). Therefore, **they should not be used at times such as prep, in class, assembly, chapel, concerts and the like.** At these times, phones should be switched off. Phones will be collected at entry to exams or tests and returned at the completion of same.

The School's Anti Bullying Policy applies to the use of mobile phones. The use of voice, data, photo facility or email messaging to bully, harass or offend another person will be considered a serious school offence and falls within the school's general protocols on bullying.

Boarders may use their phones in accordance with the rules of each boarding house, and there are designated year group hand in times each night.

Please see the "Mobile Phones Policy" for more information.

Personal Property

Students are responsible for their own personal property. Theft of others' property will be punished severely.