



TRINITY COLLEGE RULES

A number of rules have been evolved in order to contribute to the harmonious and efficient operation of the College. These are based on courtesy, common sense and consideration for others. The rules, together with a brief reason for their establishment are listed and they apply whenever a student is under the jurisdiction of the College.

1. AREA REGULATIONS AND BOUNDS

Students are to remain within the bounds of the College property during school hours unless permission to leave the grounds has been obtained from their Head of House or Class Teacher.

Each student is expected to respect and take care of the College property and facilities so that all may benefit from their good order. Any damage should be reported immediately so that it can be repaired.

All schools have reserved certain areas for safety reasons for students of a particular age. The Junior School playground for R-5. The hard courts for 6-10. Ball and other games that might damage plantings should be played elsewhere, such as the oval.

2. ATTENDANCE AND PUNCTUALITY

Students should be in attendance at all school sessions. A written explanation from a parent is required if a student is absent from school for part or all of the school day.

Students need to be at school at least 10 minutes prior to House/Class/Tutor Group.

Punctuality for all periods is essential, particularly to periods after recess and lunch breaks.

3. BEHAVIOUR MANAGEMENT

Each school has a clearly presented behaviour management policy that is explained and issued to each student. Parents and students are encouraged to familiarise themselves with this document.

4. BULLYING AND HARASSMENT

Bullying is the repeated attack, be it physical, psychological, social or verbal, often with actual or implied violence, by people using power for their own selfish gain or gratification. The consequences of such actions result in other people feeling distressed, pressured, insecure or fearful.

All students should be able to pursue their education in a positive and supportive environment and therefore the College will use its counselling and/or disciplinary structure to resolve incidences of bullying for the well-being of all.

Harassment takes place when someone deliberately troubles, torments or distresses someone else. It takes the form of verbal, electronic via email or SMS and/or physical abuse, and is closely linked with bullying. It can emotionally affect the people who are victims of it, by unnerving, disturbing or worrying them. Harassment can badly hurt people.

The senior students and staff of this school community consider harassment to be unacceptable; and hence it will not be tolerated.

5. CHEWING GUM

Students are not permitted to chew chewing gum while at school.

6. CO-CURRICULAR PROGRAMME

The co-curricular programme at Trinity College operates after school from Monday to Thursday each week. It provides the opportunities for students to become involved in a variety of activities, both cultural and physical, that complement the daily College curriculum. The benefits of a full involvement are many and form an integral part in the development of the whole person.

Once a commitment has been made to a co-curricular activity, by enrolling, students are expected to attend as they would any normal lesson.

Involvement in the Co-Curricular Programme: (*In addition to the College sports policy*)

Year 8 students are required to enrol in one co-curricular activity. These activities may be external, however approval from their Head of House will be required, via the back of the diary. All other students are strongly encouraged and welcomed to participate in the programme.

The co-curricular programme is divided into two blocks. The Summer co-curricular block will run from Monday Week 2 Term 1 until Thursday Week 8 Term 1. The Winter co-curricular block will run from Monday Week 9 Term 1 until Thursday Week 7 Term 3. Another block of summer co-curricular activities then begins from Monday Week 8 Term 3 and runs until the end of Term 4, which then recommences in Term 1.

7. COURTESY

Courteous behaviour is expected of students at all times. Lack of good manners indicates a lack of self-discipline and regard for the rights and dignity of others.

8. DRUG POLICY

Any illegal drug use by students at the College shall not be tolerated and the punishment for offences of this nature may, depending on the circumstances, result in dismissal from the College.

No student will be permitted to consume legal drugs at school, in school uniform, or at school functions. Such actions may involve dismissal from the College.

9. HEALTH AND HYGIENE

Smoking, the consumption of alcohol or taking of drugs other than for medical reasons is not permitted. This includes while travelling to and from school activities and at all school functions.

Smoking can be both destructive and habit-forming. Alcohol consumption must be, if at all, in the presence of parents in non-College situations.

The school, in a spirit of responsible co-operation with parents, therefore cannot condone potentially harmful practices or habits. This obviously demands self-discipline and honesty by students.

10. LATECOMERS

Years R-5: Latecomers report to their class teachers.

Years 6-10: Latecomers must present themselves to the Office Manager at the School office to be registered as late, not absent. They will have their Student Diary stamped with a "Late Stamp" and show this to the teacher during whose lesson they arrive.

Students who do not arrive punctually delay the commencement of lessons, thereby wasting the time of the whole class.

11. LITTER

We are personally responsible for the condition of the College grounds and buildings. Litter should be placed in the bins and loose litter should be picked up by us all.

This rule is based on aesthetic and hygienic considerations.

12. MOBILE PHONES

At Trinity College it is accepted that mobile phones are a part of our society. They are deemed to be helpful in cases of emergency for a student when travelling to and from school or if there is a family emergency. However, they should not take the place of normal College procedures in the case of sickness or schoolyard problems. Communication between parents and students should be via the Front Office during school hours and Class Teachers, Heads of House, Counsellors or Chaplains should be involved in pastoral issues.

Because of their size, mobile phones can be problematic in terms of damage, lending and loss.

In order to reduce problems, the following should be observed:

Student phones should be kept safe, secured by PIN numbers, not taken into class, not lent to other students and switched off. Phones are still able to register incoming calls or transfer to a message bank. Phones may be left with the Front Office for safekeeping. In the case of expected calls e.g. where a family member is in hospital or a similar situation which is urgent, students may seek permission from class teachers to have their phones with them in class.

As with wallets, phones should not be left in unattended bags, but locked in lockers or classrooms. Phones which ring in class will be confiscated and held at the Front Office until the end of the school day.

Cameras and Mobile Phones should not be used without a teacher's permission while at school. Please check with your child's individual school for the exact details of how mobile phones are to be managed while your child is at school.

13. MOVEMENT AROUND THE COLLEGE

Students should move quickly and quietly around the school, so that no time is lost between lessons.

Students are not permitted to ride bicycles in the College grounds, other than on roads open to use of cars, and then only for entering and leaving the property.

These rules are designed to promote a safe and harmonious working environment.

14. SOLAR PROTECTION POLICY (ABBREVIATED VERSION)

Sun protection for students at school is a shared responsibility between parents, students and the school.

Personal Protection

Sunscreen Cream

SPF15+ sunscreen cream is part of the school uniform and all students are required to have their own SPF15+ sunscreen cream at school. Students shall be responsible for the application of sunscreen to all exposed skin areas prior to periods of outdoor activity. Zinc cream is not suitable for use at school.

Hats

A 'no hat, no play' policy is adopted for all students participating in outdoor activities. The hat shall be the accepted uniform hat. The hat policy shall be enforced throughout the school day from the beginning of September until the end of April.

Students will be required to wear their hats or stay in a shaded area during the period from the beginning of May until the end of August when the UVR reading is 3 or above.

Co-Curricular Activities

Students are required to wear a hat from September to April when undertaking an outdoor co-curricular activity. Students may remove their hat when undertaking a specified activity that makes wearing a hat difficult, eg. bowling.

Sunglasses

Students may wear approved sunglasses when undertaking outdoor activities. The College recommends that parents check that their children's sunglasses are approved by the Cancer Council.

Long Sleeve Shirts

For greater sun protection, long sleeved shirts may be worn with either a tie or a Trinity College monogrammed pocket, as an alternative to short sleeve shirts that form part of the summer uniform.

A full version of the College's Solar Protection Policy may be found on the College web site – www.trinity.sa.edu.au

15. UNIFORM

Students are expected to wear the complete school uniform. The standard of grooming required is that consistent with what would be expected of employees in an office situation.

Students are expected to wear the correct uniform for the playing of sport.

16. VEHICLES

Students who wish to drive to school and their passengers must have the Principal's permission and observe such regulations as he/she shall deem necessary.