

Royal School Dungannon - School Rules

A. General Behaviour

1. Pupils are expected at all times to behave in a courteous, orderly and considerate manner, especially when they are wearing the School uniform in public places or representing the School in any capacity.
2. Pupils are subject to the direction of the Prefects who are responsible for general discipline inside and outside the School.
3. Pupils will stand aside at any doorway, and allow visitors, members of Staff or Prefects to precede them, holding the doors open for them whenever possible.
4. Pupils must not run in corridors or on stairways, when walking in those places pupils must keep to the left.
5. Bullying in any form is forbidden. This includes physical, verbal, written & cyber (the use of electronic technology including mobile phones, computers and tablets to send text or image) forms of bullying.
6. No use may be made of electronic or photographic images or drawings of any person/s connected to the School, of pupils or members of staff, with or without the knowledge and permission of the subject/s either to belittle, demean, mock or humiliate them or which are offensive, objectionable or in any way contrary to the law.
7. No statements or pictures on publicly accessible websites or in the media may be made which might bring the School into disrepute in any way or which are malicious, offensive, derogatory or defamatory about pupils or members of Staff past or present, with or without the use of offensive, obscene, crude or blasphemous language in any context in which the School appears or is referred to in any way. Such material or words, once discovered, must be removed immediately pending disciplinary action being taken by the School.
8. In line with RSD's Digital Devices Policy, pupils may bring a digital device[#] or mobile phone to school but these must be made inactive **during** the school day and put away. Any use of a device during the school day will be considered intentional and disruptive to the normal operation of the school. The school day includes:
 - a) From 8.45 am through to 3.35 pm
 - b) after school when involved in a school activity
 - c) during break and lunch time*
 - d) during class time, unless their use is explicitly authorised by a teacher to aid learning
 - e) school trips/activities unless permission has been granted by the teacher in charge

* Sixth Formers may use devices within the Sixth Form Centre social areas during break, lunch and "free" periods only and in accordance with the RSD digital devices policy

A digital device includes mobile phones and any device capable of performing similar operations such as an MP3/4 or iPod but not including tablets or laptops. Pupils in Y13 - 14 may bring a tablet or laptop to school for work purposes only and in accordance with the RSD 'Bring Your Own Device' (BYOD) policy.
9. Smoking tobacco or e-cigarettes or other substances and the possession of smoking or vaping materials, alcohol, fireworks, weapons or any dangerous substances or items are strictly forbidden at all times. Being in possession of such potentially dangerous items is a most serious breach of the School Rules which are designed for the safety and welfare of all pupils and may result in automatic suspension and the initiation of the expulsion procedures.
10. Damage to School property is a major offence which cannot be tolerated. All breakages or damage to School property must be reported immediately to a member of Staff. May result in an invoice for payment.
11. Litter must be deposited in waste paper baskets or bins.
12. No spiked, studded or dirty sports footwear may be worn indoors.
13. a) Pupils should arrive by no later than 8.40am and be registered each morning and afternoon as directed.

- b) They may not leave without permission before 3.35pm.
 - c) Pupils are required to be punctual at all times.
14. Pupils may not bring to or chew gum at School or on any School occasion.

All School rules apply whether in or out of school, whether in or out of school uniform, when travelling to and from school, representing the School or involved in school trips or activities. When leaving school, pupils must be (a) in full school uniform or (b) in full RSD track suit.

B. Attendance, Absence and Bounds

- 15. It is the School's policy to discourage casual absence, including holidays taken during term time, and we shall record all such absences as unauthorised. Pupils must remain on the School premises after they arrive in the morning, at Break, and at Lunchtime. Exemption will not normally be granted except for a substantial reason. (These pupils must sign out and in at Reception Office). Year 14 pupils may be exempt from this rule at Lunchtime only, provided that written permission has been received from a parent or guardian. See also Prefects' Privileges.
- 16. Pupils who wish to be absent from School for any foreseeable reason must bring a written request for the Headmaster's permission IN ADVANCE, usually with a minimum of 2 days notice and always giving as much notice as possible.
- 17. Parents should telephone the School, using the **dedicated number provided (028 87 724966)**, on the **first day** of their child's absence and **before 9.30 am** where possible. Failure to do so will **always** result in the School contacting parents to make appropriate enquiries concerning the pupil's absence. There will be **no exceptions**. A pupil who has been absent due to sickness or some other unforeseen reason must bring a letter from parents/guardians stating the cause of absence.
- 18. Except with permission, the lockers are out of bounds at all times once classes start, except for Break, Lunchtime and after School.
- 19. Day pupils may not enter the Boarding Dormitories at any time.

C. Personal Effects, Valuables, Uniforms

- 20. Pupils are required to observe the School's regulations regarding School uniform and PE Kit on each occasion when it is worn inside or outside school grounds.
- 21. Pupils are allowed to wear full PE kit to school instead of uniform on the day when they have PE or Games only. PE kit may not be worn on any other school day or for any other reason. Permission to wear PE kit on any other occasion (e.g. team travel to a Saturday match) may only be given by the Heads of PE or the Headmaster/Deputy Head. For pupils in Years 8-12 this will mean a maximum of two days per week wearing PE kit (for PE lessons and Games) and for pupils in Years 13 and 14 a maximum of one day per week (Senior Games).
- 22. The owner's name should be clearly marked on books, bags and all articles of clothing and footwear. Borrowing other pupils' articles without permission is considered as theft.
- 23. Money and articles of value should be kept personally in lockers or placed in the charge of a responsible person. They must not be left in the cloakrooms, changing rooms or school bags. The School will not accept responsibility for money or valuables not left with a member of staff.
- 24. Only badges of recognised Youth Organisations (eg Boys' Brigade, Girls' Brigade, Guides, Scouts, Duke of Edinburgh, Scripture Union) or official charity badges recognised by the Headmaster may be worn. A maximum of 2 badges may be worn and they are to be worn on the same lapel. If in doubt, pupils should ask their Form Tutor before wearing any badge.
- 25. School bags, sports bags and books must be left in lockers or locker rooms when not in use, both during and after school hours. Schoolbags may not be taken into the Library Corridor, Marshall Library (Main), Cartlidge Library (Fiction) or Study areas at any time. Bags should not be left in the Foyers or Tower Entrance at any time. When not in use bags may only be left in lockers or locker rooms. At no time should bags be left in the vicinity of steps or doors.

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26. The wearing of jewellery (including wristbands) or piercings is not permitted with school uniform.
- a) However girls in Years 8-14 may wear a single small stud earring on the lower lobe only. This is part of school uniform and operates under the same system of expectations and sanctions.
 - b) No other type of earring is permitted e.g. hoop earring. Multiple earrings are not permitted. An earring anywhere other than the lower lobe of the ear is not permitted. All other piercings e.g. nose studs or hoops are not permitted.
 - c) RSD recommends that earrings are not worn on days when the pupil is involved in sporting or similar activity i.e. when wearing PE kit to school. Earrings must be removed for all sporting activity or similar, including PE and Games, training and fixtures for team sports, and activities at or away from school. The staff member in charge of the activity or group will give occasional reminders to pupils to remove earrings at the beginning of a session. Earrings will be stored with other valuables: in the pupil's locker prior to the activity or in the changing room and the door locked by the staff member in charge.
 - d) Jewellery worn in school may be confiscated.
 - e) Only in the Sixth Form, a single ring on each hand may be worn provided it is not considered to be potentially dangerous to the wearer or others. Tattoos are not permitted to be visible at any time.
27. Hair should be worn in a reasonable manner. Excessive hairstyles (eg unnatural colours, tightly shaven sides, Mohican) are not permitted. Hair gel should not be used for "spiking" styles. Hair dye or tints, if used, must not alter the normal appearance excessively and colouring should only be single, natural and neutral tones. Boys' hair which covers the collar, or which falls over their eyes or face is regarded as being too long for school. Boys are also required to be cleanly shaven. In practical subjects such as Food Technology, Design & Technology, Physical Education, Science, Art & Design, etc long hair must be tied up for Health and Safety reasons.
28. Nails should be natural in colour and should be an appropriate and safe length for a working environment. Natural nails with a plain French manicure are allowed but extensions or artificial nails are not. The only makeup permitted is a light foundation to cover skin blemishes and it must be natural in appearance. Only light eye makeup may be worn.

D. Homework

29. Pupils who have omitted to prepare part or all of an appointed homework should bring a note from home giving a satisfactory explanation the same day or the following morning at the latest.
30. All homeworks must be entered correctly in the School Homework Diary.
31. No homework may be done on the School premises by day pupils, except in the library on one's own before or after School.
32. Homework missed due to illness or absence should be completed as soon as possible upon returning to school.
33. Repeated failure to complete homework will result in sanctions.

E. Break time and lunch time

34. Pupils are required to go outside at break time and lunch time. Visits to the toilets, canteen and clubs should be short and purposeful. No pupil should be loitering or in out of bounds areas.
35. Food should not be taken from the dining hall.
36. Packed lunches may only be eaten in the specific areas allocated, not in corridors, rooms or the open air.
37. The playing of small sided games is permitted but these must not involve physical contact.

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Out of Bounds (May 2026)

1. **The Upper floor of the Ranfurly Wing** before Registration, at break time and at lunchtime.
Do not go up until the relevant bell rings.
2. **The lift** in the Ranfurly Wing.
3. **The grass areas on the Green.** Pupils may use the paved edges of the raised Green as seating areas.
4. **Northland Row front** of RSD all day except going to Bursar's Office.
5. **Bursar's Entrance Foyer** except for those going to Bursar's Office. Pupils going to and from the Music Rooms enter via the door at the end of the Cloisters leading to and from the Robinson link.
6. **Basement corridor under Headmaster's House** at all times (except to Boarders out of school hours).
The **telephone in basement of Girls Boarding Department**, is out of bounds to all pupils at all times. It is to be used ONLY by girl boarders out of school hours.
7. **Primate Robinson Wing** at Break and Lunch-time except for music lessons/rehearsals.
8. **Tower Entrance Foyer** to Boarding Department except access to Library classes (accompanied by a teacher). Out of Bounds before school, at Break, at Lunch-time and after school except Boarders. The Tower Entrance telephone is for Boarders use ONLY.
9. The seating outside the Headmaster's House Study/the Resident Common Room except for Boarders in the evenings and weekends.
10. The seating outside the Data Secretary's Office adjacent to K2.
11. **Sports Hall/Gymnasium** without permission from staff.
12. **Sixth Form Centre** except Sixth Form members or when supervised by a member of staff.
13. **All entrance areas**, except for access. Pupils should not congregate in these areas, including **the Foyer at the Reception Office which is to be kept clear at all times**. The seating area in the Foyer is not for general pupil use. It is reserved for visitors.
14. **All locker areas** except where allocated.
15. **Assembly Hall stages** at all times except for packed lunches or when supervised by staff.
16. **All class-rooms** at Lunchtime.
17. **All changing rooms** and **Basement corridor below K3 and Forum** at all times except PE/Games periods and for access to lockers by Sixth Form. It should not be used by Years 8 - 12 for access to/from the school building.
18. The path around the Armstrong Field (Senior Rugby Pitch) from the corner of the Technology Block to the cricket nets including areas off the path.
The Armstrong Field and the Arnold Field except when supervised by a member of staff.
Lower Campus buildings, pitches, tennis courts except when supervised by a member of staff.
Main pupil car parking area on the Lower Campus except before and after school unless permission has been obtained from a member of staff.
19. All **grass areas in winter months** or when very wet (except games).
20. All **trees, walls, fire escapes** etc.
21. **The main gate at Northland Row.** Pupils may walk in to school using the North gate pedestrian path. The main gate at Northland Row **may not** be used to enter or leave school. Parents **may not** drive in at Northland Row to leave pupils off.
22. **The external door adjacent to K13 and K12 (Geography)** is **not** for use by pupils in Years 8 - 12 except in an emergency and for access to and from K12 and K13.
23. The area outside the Biology (HR3) and Chemistry (HR2) Resources rooms.
24. The grass area at the back of Patton's Yard from the walkway round to the cricket nets.
24. The loose stone area in front of the Patton's Yard double red doors.