



GREEK SCHOOL  
of NOTTINGHAM

## **SCHOOL RULES & REGULATIONS**

- I come to School with my packed lunch and a drink, as I am not allowed to leave the school building between 10.00am and 2.15pm to buy food.
- I need to be at School on time every Saturday (10am at the latest).
- For safety reasons I SHOULD NOT carry a large sum of money with me.
- Mobile phone use is NOT ALLOWED during lessons because it can distract me from schoolwork. Mobile phones can only be turned on at breaktime.
- Packed lunches stay in schoolbags until lunchtime. After lunch, lunchboxes are put back in the schoolbags, where they remain for the rest of the day.
- Outside lunchtime, I am allowed a drink on my desk, but not have food.
- Assembly is from 10:00 am to 10.15am. My responsibilities are to:
  - ✓ quickly come and stand in line at the place where my class is supposed to stand
  - ✓ stand respectfully during prayer
  - ✓ listen carefully to all announcements.
  - ✓ At the end of Assembly, I remain in line, and I return to my class when my teacher gives permission.

## **Greek Lessons**

- I must settle down quickly when I come into class.
- I should work quietly, without disturbing others or shouting, and raise my hand if I am unsure of anything or if I want to ask or say something.
- I try to complete my work in the time allocated.
- I should always STOP-LOOK-LISTEN when my teacher is talking to the whole class. I stop what I am doing, look at my teacher and listen to their words.
- I stay in the place my teacher has assigned, and I do not wander around the classroom or the school unless my teacher has given me permission to do so.
- Only one person is allowed out of the classroom at a time, after the teacher has granted permission.
- At the end of the school day, I help tidy up the classroom, and I leave it in the same neat and clean condition it was in the morning.

## **Dance Lessons**

- The dance lesson is compulsory, which means I can only be excused if the dance teacher has agreed this with my parent/carer.
- At the end of the dance lesson, I return to my class calmly, without running or shouting.

## **Behaviour**

- When teachers or adults are talking to me, I need to STOP what I am doing, LOOK at them and LISTEN without interrupting.
- Name calling and swearing is not acceptable.
- I should share when appropriate and not grab or push.

- I never start arguments or fights. If another student is annoying me or causing trouble, I do not get drawn into the argument or involved – instead I should talk to a teacher about this problem.
- I am honest and do not cheat, tell half-truths or lies, or trick other students.
- I respect other people's efforts.
- I am a role model for the younger pupils. I show them how they should behave through my good example.
- I respect school property, and I am very careful to not damage anything not belonging to the Greek School which I am not allowed to move or use.

### **First Breaktime/Lunchtime**

- At 11.45am, I follow my teacher's instructions to wash my hands, and I get ready for lunch.
- Before going out for breaktime, I make sure that I have taken everything I need (coat, equipment (e.g. balls), etc.) before leaving the classroom, because I will not be allowed back in during breaktime.
- I should keep everything clean and tidy. Before leaving the classroom, my responsibilities are to tidy up my work area (desk) and ensure my belongings are in my schoolbag.
- Games are not allowed in the school corridors and hall.
- Weather permitting, I can go outside to eat or play, but I should be very careful not to make any mess, especially from food (spills, wrappers, etc.).
- The fire exits should be always kept closed for security reasons. They are used only for emergencies.
- At 12.15pm, when the bell rings, I return to my classroom immediately, in an orderly fashion.

## Second Breaktime

- At 1.15 pm there is a 15-minute break to allow pupils to have a drink and use the toilet.
- Sensible games (excluding ballgames) are allowed if time permits, in the play area.
- Eating is not permitted during this second breaktime.

## SANCTIONS

A positive approach to behaviour is recommended to all; however, when the learning process is disrupted and security rules are broken because of misbehaviour, it is School Policy to follow the steps set out below.

- Breaking of any of the School Rules will result in pupils being given a first, then a final verbal warning. If a child continues to misbehave in class, they will be given 'time out'. 'Time out' is when a child is sent to another class to calm down or even to work for as long as the teacher recommends.
- The class teacher records the pupil's details and the reason for the 'time out' in the 'Behaviour Book'.
- If a pupil receives three 'time out' sessions in one day, a letter will be sent home to notify the pupil's parents. Parents should then come to School to discuss their child's behaviour and future at the Greek School.

## SECURITY

- **For everyone's security, a teacher or member of the school committee will be at the entrance to supervise the area.**

- **If I see a stranger on School grounds (inside or outside), I must IMMEDIATELY let the teachers know.**
- **The school needs to be notified in advance of any visitors (including parents).**
- **Parents should collect children at 2.15 pm sharp. Please do not arrive earlier or later than this time.**
- **If a child must leave earlier, for whatever reason, the Head Teacher and the Class Teacher need to be notified at the start of the school day.**

**Greek School of Nottingham - September 2023**

