



Epsom Girls Grammar School

Te Kura Tuarua o Ngā Taitamāhine o Maungawhau

Code of Conduct

Epsom Girls Grammar School Student Rules

All students are expected to abide by the Epsom Girls Grammar School Code of Conduct. The Epsom Girls Grammar School Student Rules apply to all students and give clarity to the expectations in the Code of Conduct. Students are expected to be familiar with and abide by these Rules at all times when they are on school property or under the authority of the School.

Students are under the authority of the School:

- When they are on school site during the school day
- At any time before or after the school day when they are in school uniform
- When students are representing the School at any time, in any activity
- On any School trips, whether or not a staff member or parent is present
- At any time when a student is identifiable as an Epsom Girls Grammar School student. This includes, but is not limited to, an on-line environment.

Serious or repeated breaches of these School Rules may result in disciplinary action, stand down or exclusion/expulsion.

Fundamental School Rules:

General Student Conduct

Students should take responsibility for their actions. This includes respecting others and school property.

- a) A high standard of behaviour, courtesy and manners is expected of students to all members of the EGGS community at all times.
- b) Students must not act in a manner that brings (or potentially brings) the School into disrepute.
- c) Student actions must not compromise their own safety or the physical and emotional safety of others.
- d) Intentional or reckless damage to school property (or property of others) is not allowed.

Drugs, Alcohol and Tobacco

- a) Students shall not consume, sell, purchase, supply, have in their possession or be under the influence of alcohol, tobacco (or other products such as e-cigarettes/vapes), illegal drugs, synthetic drugs, R18 legal drugs or party pills while on School property or they are under the authority of the School. This applies regardless of whether or not they are lawful under the law of New Zealand.
- b) No student is permitted to have in their possession any drug or alcohol paraphernalia while under the authority of the School.
- c) A disciplinary committee of the Board is authorised, in its sole discretion, to determine in any particular case, whether a drug, pill or substance is prohibited under (a) above.

Theft, Bullying, Assault and Sexual Activity

Any of the following actions by students while under the authority of the School will breach the School Rules:

- a) Stealing.
- b) Bullying, harassment, assaulting, fighting with or intimidating another student, staff member or visitor to the School.
- c) Possessing or using knives, or other weapons
- d) Engaging in any form of sexual activity including but not limited to, kissing, any form of sexual touching and sexual intercourse.

General Rules

Students should actively participate in the School community, respect the environment, attend classes, meet behaviour obligations, and contribute to a positive school atmosphere.

a) Uniform

- a) Students will wear the full Epsom Girls Grammar School uniform as stipulated in the Uniform Expectations.

b) Attendance

- c) Attendance at school is required on every day the school is open for learning.
- 1. Students must be in class, on time, with the correct equipment and ready to learn at the start of each lesson.
- 2. Where a student is unable to attend school, this must be communicated via an email to attendance@eggs.school.nz or 09 970 6718.

3. Leave requests must be made to a student's dean. No holiday leave during school time will be granted and Justified/Unjustified absences will be determined in accordance with The Education Act (1989).
4. Students must remain on school grounds throughout the school day unless:
 - a) They are part of a sanctioned school activity and parental permission has been approved.
 - b) Medical or appointment leave has been approved through their dean.

5. School Property

- a) Text books, and library books should be cared for as property of the School.
- b) Damage, accidental or intentional, to any school property must be reported to the Senior Leadership Team.
- c) Any costs arising from rectifying willful damage to school property will be charged to the parents/caregivers of the student(s) involved.

4. Personal Property

- a) All items of personal property should be named.
- b) None of the following items are allowed to be brought on to school grounds:
 - Large amounts of cash
 - Tobacco, vapes or e-cigarettes (or associated equipment)
 - Chemicals
 - Knives or other weapons (including replicas)
 - Matches or lighters
 - Fireworks
 - Alcohol
 - Narcotics
- c) The following are strictly forbidden on School property and when students are under the authority of the School:
 - Smoking
 - Vaping

- Use of alcohol, narcotics or other drugs (except as prescribed by a registered medical practitioner)
- Gambling or similar games
- Possession or distribution of any indecent or pornographic material (including online)

d) The School takes no responsibility for students' personal property such as:

- Cash, Eftpos or other cards with monetary value
- Laptops and other devices
- Cameras
- Watches, including Smart watches
- Phones (Note: Students must follow the School's cell phone policy)

5. Transport

- a) Bicycles must be locked in the racks behind D Block.
- b) Scooters, skateboards, e-scooters and similar are not permitted to be ridden while on the school site (unless specific permission has been granted and a pass issued by a Deputy Principal).
- c) Students are not permitted to park cars or motorbikes on school grounds.
- d) Failing to obey traffic regulations may result in disciplinary procedures by the School and/or matters may be referred to the Police.

6. Information Technology

- a) Students must be familiar with and adhere to the requirements of the School's Digital Citizenship Agreement (attached).

7. Out of Bounds

The following areas are out of bounds for students during the school day:

- The Aquatic Centre and outdoor pool, unless supervised by qualified staff;
- The driveway behind D/E Block and Owens Road carpark (including Groundstaff storage areas);
- The grassed area behind the Languages Department classrooms (around the low-ropes area);

- All classrooms at interval and lunchtime, unless students are actively supervised by staff. Classrooms may be left open at teacher discretion when a wet weather day is notified;
- Second and Third Floor corridors and stairwells of D/E Block;
- The Raye Freedman Arts Centre (RFAC) and the foyer without supervision;
- The Gyms or Stadium (and changing rooms) unless students are actively supervised by staff;
- The area behind the New Gym (between tennis courts and gym);

The Hall (Term 2 & 3 only), Joyce Fisher Sports Stadium (JFSS) and Library are open for students at interval and lunchtime should they wish to remain inside.