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# 31 On Dennis



## Scholars Residential Lodge POLICIES AND RULES

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### 1. Preamble

1.1.31 On Dennis is committed to providing an environment conducive to both relishing life and fully exploiting learning by:

1.1.1. Promoting the rights and safety of all scholars, residents, staff and visitors.

1.1.2. Ensuring scholars take full personal responsibility for their actions and behaviours.

1.1.3. Prohibiting all forms of unfair discrimination and intolerance.

1.1.4. Eliminating all disruptive, dangerous and offensive conduct.

1.2. The Lodge Policies and Rules spell out guidelines and instructions for behaviour in the Lodge and describes the disciplinary approach.

1.3. All Lodge residents and visitors are subject to the Lodge's Policies and Rules.

1.4. For an individual to enjoy the privileges of a community, he or she must abide by the rules and norms of that community. In this spirit, when a scholar enters the Lodge, he/she automatically becomes a member of our Lodge community.

1.5. Policies and Rules exist to encourage the highest standards of behaviour and to enable the Lodge community to run as smoothly as possible.

1.6. Underpinning our system of rules and regulations - the Lodge Policies and Rules - is common sense, decency and concern for the well-being of others.

1.7. At 31 On Dennis we expect scholars to recognise the need to behave in a way which promotes the reputation of the Lodge, wherever they are.

## **2. General Principles**

2.1. The cardinal rule is that no-one may disrupt Lodge life.

2.2. Discipline is not negotiable; self-discipline is preferred, but, when required, the Lodge will take the necessary steps to enforce discipline.

2.3. Respect must be shown, always, for the needs and interests of all others.

2.4. It is the collective responsibility of all to ensure that all Lodge facilities are respected and cared for properly.

2.5. No form of intimidation, of absolutely any kind, is allowed – any bullying will be dealt with very, very firmly.

2.6. No resident will behave in a manner that will cause another resident physical or emotional harm.

2.7. Residents are fully expected to completely abide by their respective school rules regarding appearance and behaviour when representing their school, both during school hours and after school hours, at school and away from school, and including when at 31 On Dennis Lodge.

2.8. Scholars may not say or do anything that will discredit or bring into disrepute themselves, their school or the Lodge.

## **3. Lodge Prep**

3.1. Prep takes priority over ALL other Lodge activities.

3.2. Any arrangement to be absent from Prep is at the sole discretion of the Lodge Manager.

3.3. Scholars are permitted to do Prep in their own room, provided they have permission from the Lodge Manager.

3.4. Throughout the Prep Period Scholars must be seated at their desks doing work or reading approved literature (no magazines) and doors are to be kept open and unlocked throughout Prep.

3.5. No music whatsoever is allowed during Prep.

3.6. Cell phones are to be switched off completely and placed in cupboards and otherwise out of reach during Prep.

3.7. No “group” Prep is allowed except by prior arrangement with Lodge Manager.

3.8. No walking around is permitted during Prep (looking for book, asking question etc.).

3.9. Prep Times

3.9.1. Standard Prep time weekdays: 17h00 – 18h30.

3.9.2. Special Prep times and permission to be excluded from Prep must be arranged with the Lodge Manager at least 24 hours beforehand.

#### **4. Meals**

4.1. It is compulsory for all Scholars to attend all meals unless they have received specific prior approval of the Lodge Manager.

4.2. Correct dress as per the Lodge’s Policies and Rules must be worn at all meals.

4.3. All Scholars will always display appropriate manners in the dining room.

#### **5. Valuables and Personal Belongings**

5.1. The Lodge will not be held responsible for theft of or damage to personal belongings on Lodge premises (e.g. cell phones, bags, books and clothing).

5.2. Scholars should especially take steps to secure and insure their valuables, including but not limited to cell phones.

5.3. Scholars should never bring large sums of money and valuables to the Lodge.

#### **6. General Rules**

6.1. All Scholars are expected to co-operate in maintaining the attractive appearance of the Lodge, including no littering.

- 6.2. Wilful damaging, vandalising or neglecting of Lodge property and the property of others is prohibited.
- 6.3. Theft of Lodge, school and private property is prohibited.
- 6.4. Disruptive, unruly, rude or offensive behaviour is prohibited.
- 6.5. Every Scholar will respect the beliefs, culture, dignity and rights of other residents, as well as their right to privacy and confidentiality.
- 6.6. Language that is pejorative, discriminatory or racist is prohibited.
- 6.7. Any act that belittles, demeans or humiliates another Scholar's culture, race or religion is prohibited.
- 6.8. All Scholars have the right to an education free of interference, intimidation and/or physical abuse.
- 6.9. All Scholars will respect the property and safety of other residents.
- 6.10. Fighting with or threatening of other Scholars is prohibited.
- 6.11. All Scholars will respect those Scholars who have been placed in positions of authority.
- 6.12. A Scholar placed in a position of authority will conduct himself/herself in a manner befitting a person in authority and will respect the rights of other Scholars and will not abuse any authority bestowed upon him/her.
- 6.13. The possession, copying or reading of offensive material is prohibited.

## **7. Disciplinary System**

- 7.1. All Scholars will abide by the discipline system that has been developed to assist and guide resident behaviour in the Lodge.
- 7.2. Failure to comply with the Policies and Rules can and may amount to a breach of contract.
- 7.3. The disciplinary system is intended to be understandable, fair and equitable.
- 7.4. Serious Offences: the following offences, without limitation, are regarded as serious and constitute a material breach of contract:
  - 7.4.1. "Bunking out" of the Lodge; absent without permission;

7.4.2. Leaving the hostel without signing out;

7.4.3. Presenting false information to the Lodge Manager;

7.4.4. Damaging or defacing any property;

7.4.5. Continuous infringement of Lodge rules.

I the undersigned hereby confirm that I have read, understand and fully accept the letter and spirit of the 31 On Dennis Boarding Lodge Policies and Rules.

Parent/Guardian

Signature: \_\_\_\_\_

Full Name: \_\_\_\_\_

Status: Parent [ ]    Guardian [ ].

Date: \_\_\_\_\_

Parent/Guardian

Signature: \_\_\_\_\_

Full Name: \_\_\_\_\_

Status: Parent [ ]    Guardian [ ].

Date: \_\_\_\_\_

Scholar

Signature: \_\_\_\_\_

Full Name: \_\_\_\_\_

Date: \_\_\_\_\_