



CLAIRE'S COURT
JUNIORS

School Rules *and Expectations*

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The teachers and pupils of Claire's Court work together to create respectful relationships and maintain a happy and positive environment at school.”



RESPONSIBILITY



RESPECT



LOYALTY



INTEGRITY



Our Golden Rules are central to maintaining the quality of school life. Throughout the school, pupils and teachers, regardless of working in school, online or remotely, are committed to the highest standards of positive and kind relationships. Everyone is encouraged and expected to adhere to these values. Our Golden Rules are displayed around the school site.

Children care for their school environment by:

- Keeping the classrooms and cloakrooms tidy
- Taking care of desks, chairs and display boards
- Picking up litter and never dropping it
- Helping to tidy up after lessons
- Showing good manners in the dining room and clearing their tables before leaving, and putting chairs tidily away
- Being responsible for and looking after their own property

Children show pride in themselves and their school by:

- Wearing the correct school uniform and ensuring that they are smart
- Having the correct sports kit for the appropriate lessons
- Carrying out special tasks and responsibilities – and helping others to remember to do so
- Hair must be brushed and neat and tidy at all times (hair longer than shoulder length should be tied up)

At the beginning of the day

Registration starts at 8.45am. If children need to arrive earlier, they can book into Before School Care, which starts at 7.30am or dropped off from 8.15am on the playground.

Children with mobile phones into the office on arrival. Smartphones and smartwatches are not allowed in school. We are a Smartphone Free Junior school. Only "brick phones" will be allowed for those who travel.

At registration

Letters and other messages should be passed to the form teacher at morning registration. An absence form is to be given in advance to the school office when impending absence is known. The form teacher needs to know the pupils' collection arrangements for the end of the day.

Homework

Homework will be set on our Homework Book first and Google Classroom and pupils, parents and teachers can communicate through this.

In the classroom

Pupils are expected to have the correct equipment for all lessons. They are expected to contribute fully to lessons, and to take pride in the management of their Chromebook and any exercise/text books and other resources.

In the changing rooms

Children are expected to change quickly and sensibly into their sports kit. Pupils should never be in the changing room areas unsupervised.

Moving about the school

When moving around the school, pupils should be quiet and be mindful of others who may be working in classrooms or offices. Children should walk, not run, inside the buildings and respect the passage of adults and pupils by stepping aside and opening doors.

Playtime

When pupils are outside during playtimes they are expected to stand still and listen to any instructions from a teacher when a whistle or a bell sounds.

Absence from lessons and activities

It is polite and expected for pupils to excuse themselves if not attending a lesson, for example if they have a music lesson, or a sports match. This also applies to After School Activities.

After school activities and study

Having signed up to an activity, it is expected that pupils will attend every session during the term. If a pupil is unable to attend a session, it is expected that they inform the activity teacher during the day.

Representing the school

It is an honour to be selected to represent the school in any activities. Pupils are expected to try their hardest, to value victory, to be sporting at all times, even in defeat, and to be good hosts after the event. This promotes friendship and goodwill.

Staying safe

In lessons and school activities

It is vital that all children follow the specific rules of the individual lesson or activity. Failure to do this may result in exclusion from the lesson, or possible further sanctions.

Safety on coaches

Pupils must not enter a vehicle without permission and supervision. Children must remain seated and wear seat belts at all times. Children are expected to behave sensibly and not distract the driver. Pupils are not allowed to eat on the coach.

Discipline policy

We prefer to reward and encourage good behaviour, but a full discipline policy exists to support these expectations and is available from the School Office or from our website.

At the end of the day

Pupils must ensure they have everything they need to complete their homework and they must not leave unless accompanied by the adult who is collecting them. Children must sign out with their teacher before leaving school.

Fire regulations

These are displayed in classrooms. In the event of a fire, pupils must listen to the instructions given by the teacher. They must not talk or run. The Assembly Area is in the main school playground by the sports hall, and pupils should proceed directly to the Assembly Area. Pupils must not re-enter a building for any reason and they must not try to put out any fire.

First aid

If medication is required, parents must complete the relevant form available from the School Office and must hand the medicine to the School Nurse.

School office email

juniors@clairescourt.net

“ The school community values
Our Golden Rules and the children are
encouraged to be their best selves. ”



Information correct as of June 2026
Details may be subject to change

Please visit www.clarescourt.com for the latest information



Clares Court is part of the LTC Education Group

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I support this
initiative”

Pupil Name:

Form:

Pupil Signature:

Date:

Parent Signature:

Date: