



Adopted: September 2016

Review date: September 2017

Appendix A

Expectations in different locations

Guidance for children

Corridors and cloakrooms

- Walk quietly in corridors – never run.
- Always be aware that people are working in classrooms and you do not have the right to disturb them.
- Hang your coat and bag on your named peg. If you find any belongings on the floor pick them up and return them to the correct place.
- PE kit must be hung in a bag on your peg or placed in the appropriate box.

Dining Room

- Go straight outside and do not re-enter school unless you have permission to do so or you need to go to first aid.
- When your class is called, line up and wait until you are allowed to walk in.
- Walk into the dining room and stand quietly while queuing for lunch. Remember other people are trying to eat!
- On collecting your lunch/tray find the next available seat to eat your lunch.
- Remain seated whilst eating your lunch.
- Place your rubbish and left-over food in the bins provided.
- Go outside and enjoy the rest of your playtime!

Wet lunch and play times

- Select an appropriate activity from the range offered, find a space and sit down.
- Stay in your own classroom. Do not leave the classroom unless you have permission from your dinner supervisor/teacher.
- Glue and scissors are not allowed.
- Tidy up at least 5 minutes before the end of lunch time.

Playground

- Stay within the playground boundaries.
- On arriving to school children are allowed into school from 8.35 am and may go into their classrooms once their teacher is there.
- When the bell rings walk quietly into your class.
- Play safely and fairly. Some equipment is available for use at dinnertime monitored by the learning supervisors and play leaders.

Assembly

- Walk in single file in silence into assembly.
- Sit in line with your class and keep your hands and feet to yourself.
- Look at the person who is leading the assembly and show that you are listening well.
- Only stand when you are asked to by your teacher or the person leading assembly.
- Walk in silence back to your classroom ready to work.

Toilet Areas

- Use the toilets properly and wash your hands.
- Toilets are not play areas and you should not linger or play in there or eat food.
- Any evidence of misuse or damage should be reported to a teacher or supervisor at once.

- Always use the most appropriate toilet as directed by your teacher.
- Toilets are out of bounds during lesson times unless permission has been gained from an adult.