

Earlscliffe (Sussex Summer Schools Ltd)

CURFEW TIMES AND SIGNING OUT PROCEDURES

Weekday lunch:

Students may sign out during weekday lunch if they wish, but must attend lunch. Students may leave the college premises at lunchtime but must sign out in the Signing-out Book and sign themselves back in in the same book. All students must return to college by 1310hrs, irrespective of study periods.

End of the teaching day:

Day pupils will sign out in the Signing-Out Book when they leave college for the day. Boarders may sign-out in the Signing-Out Book from 1630hrs and go to town if they wish, returning by 1820hrs. Attendance at evening Supper (1830hrs) is compulsory. Boarders must either be in their rooms or in the evening prep classroom by 1925hrs to commence quiet work by 1930hrs (20:00 for A2 students). An evening activity, such as Sports or Music may mean a return to college after this time. Students should inform the House Manager in such a case, before the activity commences.

Boarders may sign out again between the end of supper and the start of quiet study (prep),

Friday and Saturday Evening (Boarders):

Boarders may sign-out for **either** Friday or Saturday evening, but not both. This may require a degree of organisation on the student's part. A Late Pass will be issued by the House Manager thereby allowing a student to sign-out. The issuing of Late Passes is entirely at the House Manager's discretion and non-issue may be caused by under-performance academically or non-adherence to House rules, or conduct of any nature found unacceptable by any member of staff.

A Late Pass entitles the holder to return to the college no later than 2230hrs. Students must sign-in in the Signing Out book upon their return. Late returners risk serious sanctions, ie suspension. Students may visit other boarding houses on Friday and Saturday night and must return to their own house by 2230hrs. House Managers reserve the right to refuse visitors at any time.

Weekends or Nights Away (Boarders):

Boarders may request a weekend or night away from the college if a parent or guardian's written permission is received (Weekend leave request form) by the Monday (1800hrs) preceding the weekend concerned. It is then at the discretion of the Head Teacher to grant permission or not.

Permission to go away for the night or the weekend will not be granted if the destination is a friend's residence where an adult is not in supervision; to a hotel, B&B, campsite, lodging etc unaccompanied by a responsible adult. Ordinarily permission is granted for nights away at weekends to destinations/residences accompanied by a responsible adult named by the parent or guardian. Students who are adults (over 18 yrs) may go away unaccompanied by a supervising adult, only if they have the written permission of a parent/guardian and they do not take any student with them who is under 18yrs old.

Students returning from a night or weekend away must return by 1800hrs the following day.

The college takes a dim view of anyone organising or participating in 'party weekends' away from college. A student's primary aim during term-time is to study effectively and nothing should come in the way of this objective. Students are reminded that their behaviour away from the college is still under scrutiny and possible investigation and sanctions, including suspension and expulsion. Students are reminded of their responsibilities in upholding the good name of family, country and college in all they do and say in or out of college.