

TAMALE SENIOR HIGH SCHOOL – TAMALE
CODE OF DISCIPLINE FOR STUDENTS

The following rules and regulations form the Code of Discipline for the school.

(1) **REOPENING DAY:**

- i. Reporting Time is from 10:00am to 5:00p.m. All boys shall report to school in Green, Khaki shorts with light green short sleeve shirts.
Girls shall report in pink check dress.
- ii. All students who wish to report late to school should officially communicate to the office of the Senior Housemaster or Senior Housemistress not later than 5:00p.m. on the Reopening day.
- iii. All students who report late shall be punished to work according to the number of days of lateness.

(2) **VACATION DAY:**

- i. Last Assembly is compulsory and all students must attend in their school uniforms.
- ii. Students are advised not to leave their personal belongings in the dormitories while going on holidays.
- iii. All students going home must be in the prescribed school uniform.

(3) **EXEATS:**

- i. Every first and last Saturdays of each term are open exeat days.
- ii. All public days are open exeat days except otherwise directed by the school.
- iii. Each student shall be entitled to three (3) internal exeats to be granted by the House master/Housemistress.
- iv. External exeats are granted for students by the Senior Housemaster or Senior House mistress in consultation with the student's Housemaster or Housemistress.
- v. Any student found outside the school boundaries without exeat shall be liable to punishment including external suspension. If repeated, such a student shall be made a day student.

(4) **VISITING HOURS**

The visiting day is the first Saturday of each month from 2:00pm to 5:00pm.

(5) **ATTENDANCE AT SCHOOL GATHERINGS:**

- i. Attendance to classes:
Classes begin at 7:00a.m. and end at 3:30p.m. from Monday to Friday. Classes are compulsory for all students. Any student found outside the school boundaries or walking about aimlessly within this period shall be liable to punishment.
- ii. Attendance to Prep: Prep is compulsory for all students.
Prep time shall be from 7:30p.m. to 9:30p.m. each day except on Saturdays which are entertainment days. Moral talks are organized on Fridays.
- iii. School Assemblies:
All school assemblies are compulsory for all students.
Latecomers and absentees shall be punished appropriately.
- iv. Entertainment:
All entertainment programmes approved by the school e.g. Friday moral talks, Saturday entertainment, games and school matches are compulsory so students must be present in their prescribed uniforms for each programme. Offenders shall be punished accordingly.
- v. Examination:
End of semester examinations, mock examinations, tests and assignments are compulsory for all students. Offenders shall be liable to punishment including demotion, repetition, promotion on trial and re-direction.
- vi. Dining Hall:
It is compulsory for all students to be present for all meals in the prescribed uniform except:

where the student is confined to bed with the approval of the school nurse.

for religious beliefs that have been approved by the Headmaster. All meals shall be eaten in the dining hall and no student shall leave the dining hall before the last grace is said.

Food flasks taken into the dining hall without the approval of the Dining Hall Master,

Teachers on Duty and/or the Dining Hall Prefects shall be confiscated.

Eating directly from the pans is prohibited. Punishment for the breach of any of the above regulations shall include internal work, internal suspension or external suspension where appropriate.

(5) **DORMITORIES/HOUSES:**

- i. The following items are prohibited:

- (a) Heaters
- (b) Radio/cassette tape recorders
- (c) Electrical fans.
- (d) Mobile Phone
- (e) Television Set.

N/B: PROHIBITED ITEMS WHICH ARE SEIZED FROM STUDENTS, WILL NEVER BE RETURNED TO THEM

- ii. No student shall meddle with the electrical, water and sewerage installations in the school. Offenders shall be given severe punishments, including surcharges where there is a damage.
- iii. No student shall entertain a visitor in the dormitory without the permission of the Housemaster/mistress, Senior Housemaster or Senior Housemistress.
- iv. The Girls 'Fence' (Dormitory) is out of bounds to all boys at all times. Similarly, the boys' dormitories are out of bounds to all girls at all times. Offenders shall be punished accordingly.
- v. It is compulsory for all students to participate in cleaning the dormitories and surroundings as well as being present for Saturday inspection of dormitories and surroundings.

(6) DAY STUDENTS:

- i. Day students who wish to commute from school to the home using motorcycles shall use crash helmets at all times.

(7) SCHOOL UNIFORM/CEREMONIAL ATTIRE:

- i. The prescribed uniform for classes shall be:
 - (a) Boys: Khaki shorts and white shirt (short sleeves)
 - (b) Girls: White blouse and dark-blue box pleated skirt with two (2) bands of white bias binding near the lower end.

NB: The above will be provided to students.

- ii. The prescribed uniform outside classes shall be:
 - (a) Boys: Green Shorts or Khaki trousers and light green shirt.
 - (b) Girls: Pink/Check dress.
- iii. Ceremonial attire permitted by the school are:
 - 1 smock/traditional cloth
 - 1 White/Black praying gown/Hijab.
- iv. Foot wears
 - (a) Boys: A pair of black/brown cross sandals/black shoes for classes.
 - (b) Girls: A pair of black Pleiades flat cross sandals (Achimota cross sandals)/black flat shoes for classes.

N/B: During the semester, students shall wear ONLY the prescribed uniform/attire at the appropriate times.

ALL UNPRESCRIBED ATTIRE SHALL BE CONFISCATED AND GIVEN OUT AS CHARITY.

Items that shall be confiscated include: wigs, chains, necklaces, bangles, caps, hats, Mobile phones, laptops, desktop computers, pairs of spectacles etc. However, students under medical advice would be permitted to use medicated glasses for reading or for sight.

(8) PROHIBITED CONDUCT IN SCHOOL SHALL INCLUDE:

- (a) Stealing.
- (b) Drinking of any form of alcoholic beverages, smoking or abuse of drug.
- (c) Indulging in sexual and other immoral behaviours.
- (d) Bullying.
- (e) Fraud, forgery and gambling.
- (f) Wilful destruction of school property.
- (g) Abusive behaviour towards a member of staff.
- (h) Irregular class attendance.
- (i) Reckless riding/driving of bicycles, motor cycles/cars in the school compound.
- (j) Using motorcycles without crash helmets.
- (k) Engaging in strike action or inciting students to strike.
- (l) Viewing/reading pornographic materials.
- (m) flagrant disobedience of authority.
- (n) Attacking a member of staff.
- (o) Fighting.

NB: Any of the above misconduct shall merit external suspension or expulsion from the school.