

FALCON COLLEGE



SCHOOLBOY STANDING INSTRUCTIONS

2012

IN BOUNDS & OUT OF BOUNDS

Within the Security Fence

Most areas within the security fence are **in bounds**

The exceptions to this are:

- All **Staff houses** and their gardens, unless on official business
- The **Workshop** and all buildings around it, unless permission has been received
- The **Sanatorium** except for those admitted as patients, or attending as out patients. Visitors must obtain permission from the Sister-on-duty
- The **Kitchen**, unless given specific permission by the Caterer
- The interior of the **telephone operator's complex**
- The **Bushtick Bar** area, without specific permission
- The **Waterworks**, including the pump house at the swimming pool
- The **Swimming Pool** and its surrounds when there is no supervising staff, and definitely after 6.30 pm
- **Fishponds may only be entered with Staff permission**
- **Electrical sub-stations** are strictly out of bounds at all times
- The **Agricultural** area, without specific permission
- **All construction sites**

Outside the Security Fence

All **mine dumps** and other **mine workings, pumping and electrical stations, the old swimming pool** and the **workers' villages** are strictly **OUT OF BOUNDS** at all times unless specific permission has been granted by a member of Staff

Bush exeats onto Quiet Waters and Falcon College property are encouraged, but the following rules must be followed:

- Boys must go in a party of **at least three**
- Boys must **sign out** from their Houses and the gate guard, and indicate clearly where they are going
- Boys must be **properly dressed** with hats, Falcon T-shirts (not House vests) and appropriate footwear (not slops)
- It is advisable for boys to know what to do in the event of **an injury or a snake bite**
- Boys must **show respect for the property and the environment**
- The **lighting of fires** is strictly forbidden anywhere other than at designated picnic or camping sites. Fires there must be **controlled** and put out when not being used
- **No litter** is to be left around, and any site used should be left in a tidy state
- **Fishing** in dams is only allowed with the permission of the member of Staff i/c Angling Club
- **Swimming** in dams/rivers is not allowed

Camping at one of the picnic or camping sites **at weekends** is encouraged. While all the above regulations apply, boys must go through the following procedures:

- You must have Housemaster's permission by **Wednesday** before the weekend
- Get signed permission from the member of staff i/c Quiet Waters by **Thursday lunch**
- Put in an order for your food requirements to the caterer before **Thursday lunch**

All **bush exeats** must end by 5.00 pm on the Sunday

DRESS

College Uniform

All items of uniform clothing must be of the style and colour decided by the Headmaster and provided by the **School Shop** or the **official school suppliers**. **No variations** are acceptable without the Headmaster's permission

- **Regulation hats or caps** *must be* worn for all outside activities during afternoons and weekends
- Only **regulation Plebs or official prefect/colours ties** may be worn, except by those Sixth Formers who

have earned provincial or national sporting colours. They may wear these at *Supper and House prayers only*

- Tracksuit tops **may not be worn** to classes in the morning – only College **anoraks, fleeces or jerseys**.
- The Head of School may give permission for College tracksuit bottoms to be worn on cold mornings

Appropriate Dress for different occasions

- **Number Ones** are used for **formal occasions** (leaving and arriving at the College, supper, prayers, school services etc.). White shirt, tie, blazer, charcoal longs, black belt, black or dark grey socks, black shoes
- **Number Twos** are used for **attending classes and the spectating of certain sports**. Blue shirt (white for prefect), khaki shorts, grey stockings, veldskoens (farmers shoes) or black shoes
- **Number Threes** are used for **sport**, organised or otherwise, other **outdoor activities** and for **casual wear** in the afternoons and weekends. Blue Boxer shorts, House or Falcon T-Shirts and appropriate footwear (see below) or dedicated sports kit (see below)

Civilian clothes may not be worn at the College

Dress for Sport

- Each sport has its **own dress code** and this must be followed at all times
- **Most First Teams** have their own particular uniform. These items should only be worn for that sport. No mixing and matching should take place
- **The appropriate footwear** for each sport must be worn
- Only a regulation **Falcon College tracksuit** may be worn, unless specific permission has been granted to wear a national colours tracksuit
- **Non-Falcon sports clothing** may only be worn with permission of the member of staff i/c the activity

No new designs may be introduced without the **permission of the Colours Committee**

Footwear

- Some form of footwear must be worn **to and from the playing fields and swimming pool**
- Slops or rafters **may not be worn** to classes, meals or formal occasions unless **written permission** has been given by the **San Sister-on-Duty**

General Regulations

- Clothing should be **neat and tidy** at all times. **Shirts tucked in and stockings pulled up**
- **Hands-in-pockets** are not allowed
- Shirts, vests or T-Shirts **may not be removed** around the Houses (or the fields) when in the public eye
- **No Jewellery** (necklaces, bracelets, rings, earrings, studs) other than Medic Alert bracelets, **may be worn**
- **Tattoos of any description** are not allowed

PERSONAL BEHAVIOUR & CLEANLINESS

- All boys are to ensure that they attend properly to their **personal hygiene** and that their **clothes/shoes are clean and tidy** at all times
- **Haircuts** should be trimmed and neat at all times, and comply with the regulations as laid down by the Headmaster. **No dyeing, relaxing or highlighting permitted**
- Boys must be **clean shaven** at all times
- **Swearing and spitting** in the College environs is forbidden
- It is illegal to **smoke cigarettes, drink alcohol, use drugs at the College or to steal someone else's property** and a zero tolerance policy will be adopted against offenders
- The **"BORROWING" of a younger boy's property (clothing/tuck)** without gaining the **Housemaster's** permission is the same as stealing and will be treated as such
- The **throwing of stones** or other missiles likely to cause injury is forbidden
- The **climbing of trees and onto roofs** is forbidden without a member of staff's permission
- It is an offence to **drop litter** around the College grounds, which need to be kept as neat and tidy as possible at all times

- **Good manners and courtesy** (particularly towards adults) must be maintained at all times
- **The eating of food in public places** (outside of the Dining Hall, the tuckshop and the Houses) **is forbidden**
- **Dorm raiding** is strictly forbidden
- **The throwing of boys into a fishpond** is illegal

INITIATION AND USE OF “STUDY BOYS”

- All forms of **initiation of new boys are forbidden**. However new boys are required to learn these Standing Instructions, the names of Staff, College Prefects, their own House Prefects, the Captains of Sport and certain physical features around the College as soon as reasonably possible after their arrival
- There are numerous chores within the College and House which need to be performed for the public good. This is an established principle of the College
- However **only College or House Prefects, and approved “Blue Shirts”**, because of the duties they perform, are granted the privilege of a **“study boy”** to carry out certain personal chores within the House
- **Only a member of the Upper Six** has the right to **“send”** a more junior boy on an errand for him or anyone else
- **No boy may physically punish another boy**

INSPECTIONS

- Boys’ beds, lockers, studies, prep room places etc. are liable to inspection by **authorised** persons at times specified by the Housemaster
- The possession of banned substances such as **alcohol, cigarettes and drugs** will involve the same penalties as being caught with them

SELLING OF CLOTHES AND PERSONAL PROPERTY

- **This practice is forbidden** unless the Housemaster gives his permission, in which case all name tapes must be removed and a signed note is given to the purchaser stating the seller’s name and price
- Certain items of second hand school uniform may, however, be offered for sale to the **School Shop**
- **No private raffles** may be conducted
- **Commercial enterprises** (selling of drinks etc.) should be sanctioned by the Housemaster

POCKET MONEY AND VALUABLES

- **It is advisable that all pocket money** is handed into the Housemaster for safekeeping
- **It is an offence** to leave money and other valuables lying about (e.g. radios or cellphones on window sills) so that they offer temptation for theft

ELECTRONIC EQUIPMENT

- A record of all **serial numbers/descriptions (IT Register)** must be kept with the Housemaster
- The use of such equipment is regulated by the **IT User Agreement Document** that is signed by both parents and boys. Misuse will result in confiscation and possible further punishment
- **Music machines** may be played at a **reasonable volume** between 6.15 and 7.00 am (weekdays) and between 5.00 pm and supper all week. At all other times headphones or very low volume should be used to reduce the disturbance factor
- **Computers, DVDs, Play stations cellphones, MP3 players etc** (see IT User Agreement Document) may only be brought to the College with the Housemaster’s permission. They must be for the individual’s use only and **cannot be used for commercial gain**

TELEPHONES/CELLPHONES

- Phone calls from the **telephone operator** may only be made with the **written permission of the Housemaster or House Tutor, and only during the day unless an emergency exists**
- **Cellphones should not be on or used inappropriately during class, prep or other formal occasions**
Specific instructions regarding possession and times they can be used are in place

COLLEGE PROPERTY

- **Writing or carving of names, messages, obscenities** on College property (desks etc.) is strictly forbidden
- **Furniture** and other items of equipment may be **moved** only with permission from the **Second Master or Housemaster**

FIREARMS

- **The keeping or using of firearms or other dangerous weapons** at the College is forbidden
- The only **exception** to this rule is if the Master i/c Natural History Club and/or Falconry Club were to keep such weapon safely and allow its use under strict supervision

VEHICLES

- Boys **may not keep motor vehicles/motor bikes** on College property) without the Housemaster's
- Boys **may not drive motor vehicles** on College property) permission
- Boys **may not give or take lifts to/from other boys** without permission of the parents concerned and the Housemaster
- Boys **may not keep or ride bicycles** on College property without the permission of the Housemaster

PETS

- **No pets may be kept** without the specific permission of the Housemaster
- **The keeping of snakes** (except under the control of the Master i/c Snake Club) is strictly forbidden
- Boys are advised **not to buy animals/birds** offered for sale and, if approached, to direct the sellers to the Masters i/c Natural History/Falconry Clubs
- Do not play with/ or touch unknown animals—**the danger of rabies is always prevalent**

LIBRARY

- The separately published **library rules** are designed to protect the interests of all library users and must be **strictly observed**
- All books and other library property should be treated with **respect**
- There should be **silence at all times** in and around the library

CLASSROOMS

- Out of class times these may only be used for **private study** or other activities with the permission of the teacher concerned

THE ADMINISTRATION BLOCK

- Boys are requested to disturb the work of the College Administration staff as little as possible
- Boys who wish to see a *member of staff (teaching or admin)* should wait on the road at the path entrance until called
- Boys who wish to see the *Headmaster* should first approach the *Headmaster's Secretary*
- Boys who wish to see the *Bursar* should approach from the path at the back of the Admin Block and only during break or in the afternoon
- The *Staff Common Room* is **out of bounds**

THE TURNER HALL

- Is to be used for officially sanctioned activities only—boys must seek permission from the Second Master or the Member of Staff i/c Cultural Affairs if they wish to use it
- **No food or drink** may be taken into the Hall

THE TODD DINING HALL

- Other than for meals, and other sanctioned activities, boys should not be in the Dining Hall
- **Boy's conduct** in the Dining Hall is covered in a separate document

THE RESOURCE & COMPUTER CENTRES

- Are **out of bounds**, other than for official classes and other sanctioned activities
- **No food or drink** may be consumed in the buildings

THE SANITORIUM

- Is there for the benefit of all the members of the College and therefore the **rules laid down by the San Sisters** must be strictly observed

THE GYMNASIUM

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- Is also there for the benefit of all members of the College and therefore the rules laid down for its use must be strictly followed

EXTRA-MURAL ACTIVITIES

- All boys are expected to become involved in these and instructions regarding participation are published separately
- Boys should **register** themselves at the beginning of term for the sports/activities they wish to participate in, and then stick to those for at least that term
- **Scheduled (official) activities** take precedence over unscheduled activities and the timings laid down should be strictly adhered to
- The playing fields/courts/swimming pool should be clear of boys **by 6.00 pm**

SWIMMING

- Except by the special permission of the Master i/c Swimming, **the pool may be used only at the published times**
- Groups **may not assemble** earlier than **five minutes** before their scheduled swim and are expected to disperse as soon as possible after its conclusion
- Only **navy blue** or **black costumes** may be worn
- **“Bombing”, “ducking” and running around the edges of the pool are forbidden**, and other such rules that may be imposed from time to time by the Headmaster or Member of Staff i/c swimming must be strictly observed
- **No one may enter the water without there being an adult presence at the pool**
- Boys and parents **are not permitted** in the pool area during **scheduled staff swimming times**

REST PERIODS

- The **relevant times** are:
Weekdays and Saturdays :- between Lunch and 2.45 pm
Sundays :- between lunch and 2.30 pm
- They are **periods of quiet** and boys are **confined to their Houses** (*preferably on their beds*) unless they are involved in an official Club or Society or have extra lessons with a Member of Staff
- **No other activities** should be organised to interfere with Rest Periods without permission of the Headmaster or Second Master or Housemaster

PREP PERIODS

- **Specific times** are laid down and boys are expected to be at their desks (studies or prep room) **working in silence**
- No activities should be organised to interfere with prep periods without permission of the Headmaster or Second Master or Housemaster

BLUE PAPERS/DETENTIONS

- These are punishments issued by Staff for poor work in class or prep, or for work not done
- If a **Blue Paper** is issued it must be shown to the Housemaster, the punishment work given by the teacher done and returned to the teacher within **3 days of the issue of the paper**
- A **Detention takes precedence over ALL OTHER ACTIVITIES** and will be conducted on a specified day and place between 1:45 and 2:45 pm

GIRLS ON COLLEGE GROUNDS

- Girls **may not enter House grounds/buildings** and may be entertained in public places only

EXEATS

- Rules for **Bush Exeats** can be found under **BOUNDS** at the beginning of the Standing Instructions
- For **Sunday Exeats** with parents, boys may not leave the **environs of Falcon College** without the permission of the Housemaster
- Rules for **Floating Weekend exeats** and **Fixture Free Weekend exeats** are published separately
- **All Exeats** involve obtaining the necessary permission to be absent from the College and the **boys and parents** should make their arrangements accordingly
- **All Exeats finish by 5.30 pm on a Sunday (or Monday on a Fixture Free Weekend)**

MOVEMENT AROUND COLLEGE AFTER SUPPER

MONDAY – FRIDAY INCLUSIVE

- Prep commences at 7:15 pm, after Roll Call, House Prayers and Dormitory inspections. All schoolboys are to be in Prep by that time unless involved in an authorized activity.
- House bounds are to be maintained for the remainder of the evening by all schoolboys (except those who are involved in an authorized activity).
- Upper 6 may visit other houses between the end of 2nd Prep and 10:00 pm. (**N.B.** This privilege is extended to Upper 6 only).
- There should be no movement around the College by schoolboys for any reason after 10:00 pm.

Lights OUT : Form 1 & Form 2 – 9:00 pm; Form 3 – 9:45 pm; Form 4 – 10:00 pm; Form 6 boys must be in their studies working or sleeping after 10:00 pm.

SATURDAY EVENING

- House Roll Calls – 7:00 pm.
- All age groups may sign out to Main Rugby Field from 7:05 pm – 9:30 pm.
- Form 4 and above may sign out to visit other Houses from 7:05 pm – 10:30 pm. Upper 6 may sign out to other Houses from 7:05 pm – 11:00 pm.
- Form 1 – 3 may not visit other Houses.
- Saturday evening bounds are the Houses, Main Rugby Field and the terraces in front of Oates House. All other areas are out of bounds.

Lights OUT : Form 1 & Form 2 – 10:00 pm; Form 3 – 10:15 pm; Form 4 – 10:30 pm and L6 & U6 – 11:30 pm

SUNDAY EVENING

- House Roll calls after supper or after compulsory services (as applicable).
- Form 4 and above may sign out to other Houses from the end of prep until 9:30 pm. There should be no movement around the College after 9:30 pm.

Lights OUT : As per Monday to Friday (Form 1 & Form 2 – 9:00 pm; Form 3 – 9:45 pm; Form 4 – 10:00 pm; Form 6 boys must be in their studies working or sleeping after 10:00 pm.)

NOTES

- An authorized activity is any activity conducted or authorized by a Member of Staff.
- Schoolboys may not wait for incoming phone calls at the telephone exchange or the call boxes after 7:00 pm.
- Assistance with work should be sought during the day. Movement between Houses for such assistance is not permitted after 7:00 pm.