

RULES AND REGULATIONS 2020 - 2021

CAMPUS

Nature is a living environment for all in the school. Everyone must take care and pay attention not to spoil it, on the contrary, we should all be involved in making it more attractive. Any degradation of school property will be billed to those responsible, in addition to the consequent disciplinary measures.

COMMUNICATION TOOLS

- Laptops and tablets are authorised but must be handed in to the housemaster in the evening before retiring to bed. They may be used in class, but only with the authorisation of either teachers or housemasters.
- The use of earphones is not permitted during classroom lessons nor in the restaurant or on the campus from 8am to 5pm.
- MP3 and other connected devices are authorised within the houses but are forbidden in studies (except during moments of relaxation after class during free time or during visual art lessons). Telephones (and other methods of communication) are formally forbidden during home studies and meals. They must be handed over to the housemaster before bedtime.
- In case of non-respect of the above rules, the electronic devices will be confiscated.

PUNCTUALITY: RESPECT THE TIME, DATES AND APPOINTMENTS

- Whatever the activity – school, sport, art or club – punctuality is obligatory!
- Dates of departure and return from vacation, indicated on the school calendar, are to be respected! Tickets and reservations must be booked according to the dates.
- It is imperative to inform the housemasters, by telephone or email, of any expected late arrival and a written consent must be provided.

FOOD SERVICES

- Hours: 7:00 am - 7:50 am, 12:50 pm - 2:00 pm, 6:50 pm - 7:30 pm (Time scheduled for each house at the beginning of the year)
- A badge, given on arrival at the Ecole des Roches, is valid every year and it is compulsory for access to the school restaurant. The fee for a replacement badge is 20€, and a forgotten badge is 1€
- External delivery of food is strictly forbidden - delivery, order (a tolerance on Sunday evening for certain non-perishable foodstuffs, subject to the prior agreement of the House Master).
- Attendance at all meals is compulsory; school uniform is required at breakfast and lunch.
- To leave the premises for lunch with your family or a third party in an exceptional way, you must receive:
 - An authorization from the School management
 - Written parental consent designating the third party
 - A release signed by the «third party»: specifying their name, address, telephone number, e-mail address, and willingness to accept responsibility for the pupil's care under his / her own responsibility during the entire absence.

HEALTH - HYGIENE

- Open hours of the infirmary: 7:30am to 12pm & 1:00pm to 4:30pm
- To go to the infirmary, in order to have an appointment, permission from a housemaster is required.
- All medicines that are non-prescribed by the School Doctor must be given to the housemasters and are on no account kept by the students. No students are allowed to keep medicines. Should the contrary occur, the school will not be held responsible in case of any problems.
 - A daily shower is compulsory.

SECURITY

- It is forbidden for any student to come to or leave the school with their own vehicle, except in exceptional circumstances submitted to authorization of the Direction. In these cases, the vehicle keys have to be given to the house master.
- Students leaving or going to the Acacias Boarding House must always be accompanied by an adult.
- Parents collecting their children are not allowed to transport any other students, unless otherwise authorised.

In order to leave the school pupils must have written consent from the parents and Deputy Head consent who reserves the right to refuse for security or academic reasons.

The school badge must be visible and worn at all times, with the exception of PE lessons, with the lanyard distributed by the school.

TOBACCO

- Smoking is strictly forbidden for students (including electronic cigarette) with the exception of "Première and Terminale students," whose parents must give a written authorization. The places and times, to be scrupulously respected, are posted within the school.
- The school rules must be respected during all trips and school excursions
- Anyone who contravenes these rule is subject to punishment, which may go as far as exclusion.

CLOTHES AND BEHAVIOUR

- The attitude « Rocheux » is characterized by respect: respect of each other and of the environment.
- We expect all students to maintain a proper demeanour and comportment. No provocative behaviour between students will be tolerated.
- Students should be in school uniform at all times during the school day.
- Baseball caps, bonnets, etc... are forbidden inside buildings.
- Sports clothes are provided by the school, as well as training shoes which will be dedicated uniquely for sports practice. They are completely forbidden in the classrooms. Exceptions will be reported at the beginning of each year according to individual schedules and needs.
- A clean and well-kept hairstyle is required.
- Apart from earrings for girls, for security reasons no other form of piercing is acceptable

For all types of departures (airport, train, taxi, driver, parents...) other than the coach provided by Ecole des Roches (Avenue Foch - Porte Dauphine when the Rocheux will wear the School uniform), students will have the choice between their school sportswear and the uniform.

SCHOOL LIFE :

The schedule of the day is determined by the timetable distributed at the beginning of the school year. Planned teacher absences are published in the daily Info-Roches, which is available to families on the Ecole Directe website. Half-board students are allowed to arrive late or leave early according to their timetables with the written agreement of their family. It is compulsory to consult the "Info-Roches" to make sure that all information relating to school life reaches all the members of the school community: students, families, teachers, and house masters.

- Each pupil should go to the classroom building with a school bag equipped for either the morning or afternoon lessons. Returning to the boarding houses is not allowed during classes. Pupils considered sufficiently independent are authorized to go to their boarding house when they have no lessons during the afternoon and when no substitute activity is organized. Absences or arriving late to a class must be justified and approved by the "Vie Scolaire."
- Each pupil receives a "Carnet de Bord (diary + Correspondence with families) which he/she must have with him/her at all times. As a key element of communication between Rocheux staff and parents, losing the carnet de bord will result in a punishment. Its consultation by the families is obligatory: every weekend for weekly boarders or during the holidays for full-time boarders.
- The school results are available to families on the Ecole-Directe website in PDF format at the end of each trimester (indicated on the calendar distributed at the beginning of the school year) and sent to families in PDF format every term.

SCHOOL TRIP

- The rules of the school are in force during the trips and excursions.
- The use of the telephone may be authorized at the accompanying teachers' discretion.
- The Direction of the school reserve the right to cancel the participation of a pupil because of his/her behaviour before or during the trip.

UNACCEPTABLE BEHAVIOUR

- Any lack of respect towards an adult in charge or member of staff will automatically lead to a summons by the Headmaster.
- The possession, diffusion and consumption of alcohol or drugs, in any form, is strictly forbidden.
- The positive result of a narco-test carried out without a warning (authorisation signed by the families at the time of enrolment) will lead to a Disciplinary Council. A second and unique chance will be given to the student who will be tested again. In the event of a new positive result, the student will be excluded from the boarding school immediately without a Disciplinary Council.
- Any pupil introducing illegal products into the School will be sanctioned by immediate expulsion without a Disciplinary Council. In addition, a complaint will be lodged with the Gendarmerie for the introduction and possession of illegal substances.
- Any form of moral or physical harassment may result in permanent expulsion.
- No refund, partial or total, will be made in the event of exclusion during the term.
- Endangerment: The Ecole des Roches reserves the right to exclude, for safety reasons, a student whose behaviour is considered dangerous for the others or for himself/herself.

THE PUNISHMENTS AND APPLICABLE PENALTIES

According to the degree of misconduct:

- The punishment can extend from a detention of one hour to a community service of one to several days during the school day and in the school. When the detention is planned on Saturday morning, as there is no bus transfer, parents will be required to arrange the transfer back home.
 - Certain sanctions are defined only during a disciplinary council and could lead to being expelled
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- Education: Educational team meet with family and pupil to seek alternative solutions for the misconducts, the failure to respect rules or lack of investment
 - Discipline: In the presence of the family, disciplinary measures are taken by the educational team in response to serious misconduct or unacceptable behaviour.