

LE RÉGENT CODES 2021-2022

Le Régent International School is more than a school. It is a vibrant community which provides a safe and caring home and helps students discover their talents.

Le Régent, an IB World School, thinks differently about learning. With a tailored fit for students who come from over 30 nationalities, our mission is to develop:

- academic, sporting and artistic talents through rigorous international programmes
- a love and understanding of nature and the environment through outdoor education
- courtesy, compassion, creativity and courage through study, activities and community life
- students who are “future-ready” global citizens – knowledgeable, creative and innovative

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A. HONOUR CODE

All Régents undertake to be familiar with and to respect these Codes. Each year students will sign electronically to this effect.

At Le Régent International School we aim to :

- Promote unity in our community and live by our core values.
- Enhance teaching and learning through these values.
- Value and respect one another, irrespective of age, gender, language, religious beliefs or nationality.
- Enable all members of the school to live and work together in a positive, supportive way, promoting an environment where all feel happy, safe and secure.
- Develop students to the full: intellectually, morally, creatively and physically.
- Recognise effort as well as achievement. Reward positive behaviour with positive attention.
- Develop and promote a sense of self-discipline, an understanding and acceptance of responsibility for their own actions, self-confidence and pride amongst students
- Share expectations with students, promote early intervention, manage challenging behaviour in an assertive but non-confrontational and positive way.

Régents' rights:

1. Respect for their physical integrity.
2. Respect for their religious, philosophical and political convictions as well as their sexual orientation in so far as these are compatible with Le Régent International School's tolerance.
3. Respect for their private life within the limits of school discipline.
4. Direct access, as rapidly as possible given the circumstances, to their directors and teachers.
5. Professional secrecy from their directors and teachers for any conversation held in confidence as long as this does not endanger anyone. This also applies to written work of an intimate nature.
6. To be fully informed of teachers' assessment of their academic work and behaviour.
7. To be fully informed of the reasons for any punishment and the identity of the person who imposed it.
8. A positive school environment that promotes learning.
9. Fairness and consistency.

Régents' responsibilities:

1. Respect the rules that constitute Le Régent Codes both on and off campus
2. Prioritise their knowledge and intellectual abilities. They do their best to obtain the best possible results.
3. Respect the person and the cultural, religious and political convictions of their teachers and fellow pupils. They do not accept any action or propaganda contrary to the principle of respect for their fellows.
4. Respect the work and time of the directors, teachers and all school employees. They adopt the rules of politeness customary in Switzerland.
5. Régents take an active part in artistic, sporting, cultural and environmental activities, which contribute to the development of their personalities, and service to the community.
6. Régents adhere to the principles of intellectual honesty, which forbid cheating and deceit in order to obtain a result in academic work or any other activity.
7. Régents are under the obligation not to waste their time and the financial resources of their parents by adopting a lazy and passive attitude.
8. Respect the school environment and treat it with care .

B. MAJOR RULES

The following may be sanctioned by permanent exclusion with or without a *Conseil de discipline* (Disciplinary Council):

1. The possession, consumption or supply of illegal drugs or behaviour-changing substances either at Le Régent or during weekends and holidays. Drug testing is obligatory and may take place at any time. Any attempt at cheating during the course of a test is considered an admission of guilt. The normal sanction for a first offence will be a suspension, and for a second, expulsion.
2. Leaving a building without authorisation between lights out and wake up
3. Theft on or off campus and established as such by a *Conseil de discipline*

The following are major offences and will result in disciplinary action (*Conseil de discipline*):

4. Any physical or verbal violence such as bullying, disrespect towards a peer or adult capable of causing mental or physical injury on or off campus.
5. Alcohol under the age of 16 is not permitted at Le Régent International School. Alcohol in Classes 8-10 is not permitted, regardless of student age.
The possession or consumption of alcoholic drinks on or off campus throughout the week other than for the IB1-2 classes (older than 16 years of age) and during designated social activities (supervised by a teacher during an outing or social privileges on Wednesday evening) within the limits permitted by Swiss law for driving a car (0.25mg/l or under).
6. For students under the age of 16, entering a nightclub, including during a weekend off campus with family.
7. Smoking and smoking products. As part of its overall health policy, Le Régent requires students not to smoke either on or off campus (including smoking products). All students who request it can benefit from a support programme to help them stop.
8. The failure to observe health and safety rules, including during sports, expeditions and trips, or triggering the fire alarms through negligence.
9. Rental and use of motor vehicles, including during the weekend (unless parents live locally and are present), and hitch-hiking.
10. For boys to be on girls' floors (and vice-versa) and excessive displays of affection.
11. Fraud and lying including plagiarism, cheating in tests, forging permission for leave and medical certificates.
12. Accumulation of sanctions which would not have a positive effect on behaviour and academic work, continued breaches of school code of conduct, disrespecting school property.
13. Damaging the school's reputation including on trips and outings.
14. Infringement of Swiss law which forbids:
 - Tobacco sale for those under 18
 - Alcohol sale and consumption for minors under 16 (spirits from 18)
 - Production, sale, purchase, consumption of all drugs
 - Accessing bars and nightclubs without an adult for minors under 16

C. CAMPUS LIFE

C-1 Relationships between Regents

1. Regents live in a fulfilling community that allows them to learn and grow without intimidation, humiliation or injury. The entire community, including the students, have a responsibility to encourage, develop and, where necessary, restore constructive relationships.
2. Any form of bullying or harassment, in person or online, must be reported to the student leaders in light cases and to an adult in more serious cases. It will always be dealt with through dialogue, punishment or a disciplinary council depending on the circumstances and in absolute transparency with the victim.
 - a. Bullying is deliberate and generally repeated aggression over time; its purpose is to hurt and to intimidate. Common bullying behaviours include: unwanted physical contact; regular insults, rumours or humiliation that isolate the victim; publication of abusive or derogatory comments or images; sexist, racist, homophobic or transphobic comments, gestures or innuendoes; inappropriate sexual incitement, behaviour or comments; threats to silence a victim; repeated jokes or teasing that make the recipient vulnerable.
 - b. Harassment can be online, within a romantic or friendly relationship. It can take the form of verbal, psychological, physical or sexual abuse.

C-2 Health and safety

1. A school nurse is reachable Monday to Friday 8:00-17:00. Students visit the medical room at any time for an emergency and must inform a member of staff on duty. For non-urgent matters, the nurse is available at designated times. Students signed off school for medical reasons may not participate in outings or leave for the weekend that day. Emergency services are available 24/7.
2. Parents must inform the nurse of treatments in progress as students are not permitted to keep medication. These are handed out by the nurse in collaboration with Houseparents who supervise all medical treatments. These include vitamins and protein shakes. Steroids, creatine and products which enhance muscle mass and performance are not permitted. Students who wish to take supplements must discuss with Houseparents.
3. We encourage parents to take medical appointments during the holidays in order to minimise the disruption to school life. Information then needs to be shared with the nurse in writing ideally in French or English.
4. Students are encouraged to share their welfare concerns with adults in school. This information will be dealt with and passed on with discretion.
5. Students may discuss private matters with the nurse/Houseparents and parents are informed if specialist visits are required.
6. The house staff ensure students have a balanced lifestyle which includes sufficient sleep.
7. No staff driving a minibus may start the engine until all students have their seatbelts on. Unfastening seat belts during a trip is considered serious misbehaviour.
8. The house staff supervise the houses during the night and may be called in case of emergency.
9. Access to school is closed to avoid non-authorized persons to enter. Students must carry their access cards. Loss of cards must be reported to Houseparents immediately.
10. Students must check out when they leave and check in when they return with a member of staff.
11. When on trips or activities students must stay in groups of 3.
12. Fire safety instructions are repeated each term. Students must follow the security procedures. Failing to do so will result in a disciplinary meeting.

13. Firearms or replicas, knives, offensive weapons and self-defence items are not permitted on campus.
14. Access to the sports centre is forbidden without adult supervision.
15. Students must respect others' privacy. Filming without consent is not allowed.

C-3 Uniform and dress code

It is a school expectation that students look smart and presentable when around school, or representing the school. All uniforms must be purchased from the official supplier. Regents should always dress neatly and appropriately for the activity they are engaged in.

Certain norms apply at all times:

- Hair should be clear and well-groomed and should look smart. The Houseparents or Pastoral Head will send all students who do not respect these guidelines to the hairdressers.
- Tattoos and visible piercings are not allowed except in the case of those for earrings on girls' earlobes. Jewellery and accessories should be discreet.
- Junior students should not wear makeup. Older girls should not wear highly visible makeup.
- Skirts and shorts must be an acceptable length.

School uniform for formal school events and most off campus visits:

- School blazer, own white shirt, school tie or scarf, school skirt or chinos and smart shoes (dark color).

School uniform during the academic block:

- For girls: school skirt or chinos, school polo and cardigan
- For boys: school chinos or grey trousers, school polo and cardigan

Class 7- IB1-2 may choose to wear the formal uniform day to day, without the tie/scarf.

Class IB1-2 boys can wear their own suit and their own plain white shirt.

Class IB1-2 girls can wear their own trousers or skirt if they wear a suit jacket

In cold weather (this may be at the end of the Autumn term and will be announced in houses)- students may choose to wear their own jumper- if plain, knitted and beige, grey or navy.

Tutors/teachers will sanction students (demerit -1) if the uniform is not respected (unless a sports kit is worn for fixtures or early departures).

Shoes must be leather, plain and white or dark colors.

Outside of the academic block and dinner:

- The dress code is casual or clean and decent sportswear. The school sports uniform is obligatory for all sports competitions.

Skirts must be of a reasonable length, jeans must not be torn. Clothing must provide sufficient cover in order not to see underwear and must not be see-through. Heels must be of reasonable height.

C-4 Manners

1. Table manners are dictated by Swiss custom. One eats with a straight back and with the hands, but not the elbows, on the table. One eats by lifting the food to the mouth and not by moving the head closer to the plate. Junior and BIS students may not leave the dining room before the member of staff on duty has given permission. All students must follow the service rota.
2. The relationship between adults and pupils is based on classical standards of politeness. Pupils should not speak to adults while wearing earphones or without removing headwear. Pupils

should stand if the adult they are conversing with is also standing. Vocabulary must be free from swear words.

3. Manners on campus should be marked by courtesy: one greets people politely in the morning; doors should be held open for the person following; one avoids vulgar language; toilets are left clean. Visitors to the school should be welcomed with courtesy and warmth, and, if necessary, taken to the reception.

C-5 Weekend, *sorties* (exeat) and holidays

1. Any invitation for the weekend to boarders must be emailed to Houseparents by Wednesday evening using the Weekend Invitation form which can be found on the parent portal. Parental permission must be given.
2. Transport details must be provided to Houseparents who may grant permission for leave after contacting the family.
3. Written permission from all parents whose children are invited must be sent to Houseparents before the leave is accepted.
4. The weekend starts on Friday/or after weekend activities. Students may not leave until 18:00 if they leave on Friday evening.
5. If a student returns excessively tired, teachers report to Houseparents who may decline the following weekend leave.
6. A certain number of weekends are spent at school (expeditions, examinations, official school commitments).
7. Certain weekends are blocked for academic reasons.
8. Students may receive a sanction that delays or blocks their leave time.
9. Flexi-boarders and boarders whose family is local may spend some evenings with their families if parents are present and with prior permission from Houseparents.
10. Travel arrangements must respect the school calendar and be discussed with Houseparents. If flight issues make it impossible to respect the term dates, students are welcome to return the night before term starts. For any early departure or late return, permission must be sought by parents in writing to the relevant Head. Repeated absences will be noted on the student file for the school diploma and academic references. Departures and returns must be direct to the airport without stopping in town.
11. Passports, ID cards and B permits must be handed in to Houseparents who store them in the safe.
12. Students who wish to participate in their religious festivals must seek the necessary permissions and aim to minimise disruption to their study time.

C-6 Division into Classes

Section	Rules common to each section- These may be modified according to Study status	Class	Rules common to each class- These may be modified according to Study status
Secondary students IB1-IB2	<ul style="list-style-type: none"> • Study periods during day free on campus/cafeteria • Study time before dinner in rooms. • Evening prep from 7.30pm to 9pm in rooms or in the library. • Saturday or Sunday outings beginning before lunchtime if a request is made to the Houseparent in charge the 	IB2	<ul style="list-style-type: none"> • 100 CHF weekly pocket money. • One free weekend per month without special invitation, as long as parents have given prior consent. • Flexible lights-out time on condition that student is quiet in his or her room after 11pm. • Possibility to keep the computer

	<p>day before. Check-out is at 12pm and check-in is at 7pm.</p> <ul style="list-style-type: none"> • Personal study time available <p>. Weekend leave from Friday 18:00 with permission and as long as school commitments are met- Sunday 18:00 Extension for special occasions may be granted.</p> <p>If students are back late, they take the risk of losing their privileges.</p>		<p>and phone overnight.</p> <ul style="list-style-type: none"> • Monday-Friday Dinner-outings with parents with the houseparents' permission. •with the houseparents' permission: <p>Eat out/ take away Friday 6:00pm- 9pm. Saturday 18pm-22:30 Extension for special occasions may be granted.</p> <p>Wed - 6pm-9pm</p>
		IB1	<ul style="list-style-type: none"> • Lights out at 10.30pm Extension time for lights out on Friday and Saturday. • Possibility to keep the computer overnight <p>And phone (in summer term of IB1)</p> <ul style="list-style-type: none"> • 80 CHF weekly pocket money. <p>With the houseparents' permission:</p> <ul style="list-style-type: none"> • Outings for dinner Monday-Thursday Friday 6-9pm Saturday 6pm to 10 pm
<p>Secondary students Class 8-9-10</p>	<ul style="list-style-type: none"> • Supervised study periods during day in library • Social privileges on Wednesday from 5.30pm until 8pm • Evening prep from 7.30pm to 9pm in rooms • Authorized to leave Crans with parents on Wednesday for dinner • Weekends from Friday evening until Sunday 6pm 	Class 10	<ul style="list-style-type: none"> • Lights out at 10.15pm Extension time for lights out on Friday and Saturday (until 11pm). • 60 CHF weekly pocket money. <p>With Houseparents' permission:</p> <ul style="list-style-type: none"> • Outings to Crans on Saturday pm • Dinner-outings Friday and Saturday from 6:00pm • Dinner Wed - 6pm-8pm
		Class 8-9	<ul style="list-style-type: none"> • Lights out at 10.00pm • 30/40 CHF weekly pocket money.== change to 50CHF -Outings to Crans on Saturday pm with Houseparents' permission

			Dinner Wed - 6pm-7:30pm
Juniors Class 2-7	<ul style="list-style-type: none"> • Prep before dinner in designated study room • Study or activity in the evening after dinner. • Outings with family beginning before lunch on Saturday and Sunday; parents pick up pupils personally at midday; invitations must reach the Houseparents by midday a day before. Check-in at 7pm • Weekends from Friday evening until Sunday 6pm 	Class 6-7	<ul style="list-style-type: none"> • Outings to Crans on Saturday pm with Houseparents' permission • Lights out at 9/9.15pm • 20 CHF weekly pocket money.
		Class 2-5	<ul style="list-style-type: none"> • Lights out at 08:30pm • 20 CHF weekly pocket money.

All of these privileges may be removed if the student is not in good academic/behaviour standing **or there are pastoral concerns.**

C-7 Bedrooms and personal belongings

1. It is forbidden at Le Régent to keep a sum of money superior to a month's pocket money, as well as jewellery, watches and objects of high value even in the individual safe.
2. Students may decorate their rooms according to their taste and with respect to the property. Vulgar, racist, pornographic or offensive posters are not allowed. Beds should be made and rooms must be kept tidy.
3. Students may bring electronic appliances such as laptops, hair appliances and games. Games and electronic devices are handed in each night. Other electronic appliances must be approved by the Houseparents.
4. Ordering food take away is not permitted unless authorised by Houseparents.
5. Fellow students may only enter a room with the agreement of its occupants (teachers will always knock and announce themselves to students).

C-8 Use of mobile phones in the secondary school

Class 8-IB1: phones are kept in the boarding office and handed out to call families if needed (boarding students)

Class 7 phones are kept in JS boarding office (boarding students)

Class 7-IB1 day students' phones can be brought to school but need to be handed in to the boarding office each morning and collected after school

D. REWARDS AND SANCTIONS

D-1 Rewards

These include: Verbal praise, housepoint, student of the week, e-postcard home, special award, greater flexibility on the number of outings, leave and return times.

D-2 Sanctions

All sanctions given to pupils must be justified. Upon request, a student should be given necessary explanations regarding the reasons for a sanction. Punishments given out to a group of students must be agreed by the Pastoral Head.

D-3 Confiscation

If a student is seen to be using his or her phone, computer, etc. inappropriately during the academic day or prep, it may be confiscated by any teacher and handed to the tutor or Academic Head who will inform the student when it will be returned.

D-4 Weekend or Wednesday afternoon blocking

A weekend blocking (or gating) signifies that a student may not leave the campus at the weekend (or a Wednesday evening). A blocking is usually the result of the failure to complete or submit an academic assignment or for an early weekend departure.

D-5 Absence from class or from an obligatory activity

Following an absence, the student receives an email; he/she must provide a valid reason for absence within 24 hours to the appropriate person to avoid an automatic sanction. Absences are also checked via ISAMS registers. Houseparents and the receptionist liaise when a student is missing.

D-6 Restrictions

Given by a Houseparent or Academic/Pastoral Head, a half-restriction, sometimes referred to as "gating") entails the suspension of all outings and privileges for a Saturday or Sunday as decided by the Houseparent; a full restriction applies to the whole weekend.

D-7 Academic Council

At the request of the tutor, the Houseparent or the Academic Head, an Academic Council is convened when a student falls repeatedly below the academic expectations or is in serious academic difficulty. The objective of this Council is to advise and not to punish.

D-8 Disciplinary review

In the event of disciplinary concerns, the student is called to appear before the Academic and Pastoral Heads and other senior members of staff. The meeting will clarify school expectations and advise the student of the behaviour and attitude required in the form of targets and deadlines.

D-9 Disciplinary Council

Convened in the event of serious misconduct, the Council (or *Conseil de discipline*) comprises the Headmaster, the Pastoral Head and/or Academic Head, the Houseparent, the tutor, any other teacher concerned and student representatives. The Council listens to the students' explanations as well as those of all attending before coming to a decision. The Council may decide on one of the following sanctions in order of gravity: a warning and school gating for a period of time, a short suspension, a longer suspension or exclusion. Parents are always informed immediately in writing of the decision.

E. TIMETABLE AND ACADEMIC ORGANISATION

Juniors	Monday, Tuesday, Thursday and Friday	Wednesday	Saturday & Sunday
07.15 - 08.10	Wake up, breakfast, room order		The Saturday timetable varies according the weekend programme
08.15 - 08.30	Tutor meeting, Assembly		
08.30 - 09.15	Period 1		
09.15 - 10:00	Period 2		
10.00- 10:45	Period 3		
10.45 - 11.05	1st Break		
11.05 - 11:50	Period 4		
11.50 - 12.45	Lunch		
12:45- 13.30	Period 5		
13.30 - 14.15	Period 6		
14.15 - 15:00	Period 7	Activity	
15.00 - 15.20	Break	Activity	
15.20 - 16.00	Period 8	Activity	

16.15 - 167:00	Activity	Activity	
17:00-17:30 /40	Prep		
From 17.40	Free time		
18.30 - 19.15	Dinner		19:00 Dinner

Secondary	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday & Sunday
07.15 - 08.10	Wake up, breakfast, room order					The Saturday timetable varies according to the weekend programme
08.10-08.15	House Meeting and Roll Call					
08.15 - 08.30	Tutor meeting	Reflection	House meeting	Tutor meeting	Assembly	
08.30 - 09.15	Period 1					
09.15 - 10.00	Period 2					
10.00-10.45	Period 3					
10.45 - 11.05	1st Break					
11.05 - 11.50	Period 4					
11.50 - 12.35	Period 5					
12.35 - 13.30	Lunch					
13.30 - 14.15	Period 6					
14.15 - 15:00	Period 7		Activity	Period 7		
15.00 - 15.20	Break			Break		
15.20 - 16.05	Period 8			Period 8		
16.05 - 16:50	Period 9			Period 9		
From 16.50	Free time /activity	Free time /activity	Free time /activity	Free time /activity	Free time /activity	
18.30 - 19.15	Dinner (Friday 19:00)					19:00 Dinner

E-1 Essential principles

- Priority is given to academic work.
- Sufficient time, which can always be increased, is set for private study.
- Regular times in the week are dedicated to arts and sports.

Priority to academics is underlined by the following points:

- Except in case of illness certified by a school nurse, absences from class may only be authorised by the Academic Head or Houseparent; all other activities needing absence are on the school calendar
- Only two evenings per week (Monday to Friday included) without study are permitted
- Tutors closely follow the academic, sporting, artistic and personal life of students. They work with the Houseparents and keep an overview of pupils' activities. Tutors comment on tutees' contributions in termly reports.

E-2 System of grades and reporting

The academic year is divided into three terms. Academic grades are reported via the parent portal which can be consulted via the school website.

The evaluation of academic work is based on the results of tests, written work, oral presentations, projects etc. The marks are not negotiable with teachers. They reflect the value of the work produced out of 7 (highest mark=7).

All reports include subject teachers' comments, tutor's comments and Houseparents' comments regarding the student's contribution to school life and activities as well as a summary of progress from the tutor. These are completed where appropriate by comments from the Head of Secondary and Head of Junior.

E-3 Academic honesty

See Le Régent's academic honesty policy.

E-4 Academic block 08.15am until the end of classes

1. Teachers check attendance for every class, note and follow up on absences. Le Régent uses ISAMS.
2. Classes begin on time; late arrivals are sanctioned directly by the teacher. When classes finish, students will leave the classroom in an appropriate state. If the teacher arrives late for any reason, students should wait for a minimum of ten minutes before assuming he/she is absent. One member of the class should report to reception to ask for some information.
3. Any student sent out of class must return when asked by the teacher and this will be recorded as a cause for concern in ISAMS and followed up according to the policy for rewards and sanctions.
4. It is a privilege to complete prep in rooms for secondary students and if the work is not completed to the expected standard, they will be asked to complete it in supervised study. It will be marked, corrected and returned to the pupil as soon as possible.
5. So as to avoid an accumulation of work and deadlines, the tutor regularly liaises with their tutees about their commitments.
6. Food and drink are not allowed in class.
7. Mobile phones are not allowed in class. They are kept in tech lockers throughout the working day and are currently accessible during break and lunch.
8. Students have access to the electronic calendar and prep is set on Google Classroom or Manage Bac. This is regularly checked by the tutor.
9. When students have a study period they are not allowed to return to their rooms and should study in the library.

E-5 Co-curricular block (end of classes to dinner)

1. All students participate in a programme of sports, activities, arts and service learning:
 - Each Wednesday
 - Two activities per week for juniors and secondary students in Class 8-10

- (ideally one sport and one creative or artistic)
- One activity per week for IB1-2 students
- To participate in the team training programme for those in the team
- Attendance to events which are part of students' educational programme is expected

2. According to their wishes or preferences, students may decide to concentrate on a particular area as defined by a sport or arts-activities-service learning.
3. Involvement, attitude and effort in each area of the programme are assessed each term and this is taken into account to grant additional privileges (cinema trip etc.).

E-6 Time after dinner

1. Juniors are offered activities or study after dinner. The Houseparents establish a varied list of activities with the duty staff.
2. On Friday evenings, in secondary houses, students can have town leave or free time for a short period if all prep is completed and no current causes for concern have been recorded. The tutor, Houseparent and Academic Head will be consulted to select the students.
3. No outing or activity is programmed to coincide with the official events at Le Régent.
4. Secondary students have a minimum of three study sessions in their rooms between 7.30pm-9pm (Monday, Tuesday, Thursday). In addition, they may study in the library during opening times. In discussion with the Academic Head and house staff, prep can be completed in the library or supervised study.

F. COMPUTER AND INTERNET USE

1. Le Régent provides a device to all students from Class 2 which is required for academic work. It is the responsibility of each student to back up his or her data and Le Régent cannot be responsible for the loss of any data or files.
2. Students are asked to exercise caution when connecting to social networks and they undertake never to post information which could harm or distress anyone or which would allow their whereabouts to be determined.
3. The use of all connected devices on the campus follows the rules set out below. The failure to respect them will lead to immediate confiscation for 24 hours, 48 hours, a week or the remainder of the term.
4. Any attempt to bypass or change filters and campus restrictions will lead to a disciplinary council.
5. "Free access" does not mean access to anything: filtering software prevents access to materials that are violent, racist or pornographic. No Régent will consult, download or print material from such sites; if this rule is broken, his or her laptop will be confiscated and its user may be permanently denied Internet access.
6. Users must refrain from acts such as hacking, opening of an offensive blog, diversion of Internet sites or images, personal attacks, damage to Le Régent's reputation, and any act that damages or wastes technology resources or prevents others from using them. Le Régent reserves the right to confiscate computers and examine files should there be evidence or strong indications of improper use of technology.
7. The person in whose name an account is issued is responsible at all times for its proper use.

8. All mobile phones should be declared and their numbers given to the Houseparents; any undeclared phone will be confiscated for the whole term.
9. No games should be played during study hall or a lesson.
10. No screens are allowed during a test or exam without the express permission of the teacher concerned. The sports fields and dining rooms are tech-free zones.
11. Wifi routers are not permitted on campus
12. Earphones may not be used during the academic block. They may be used appropriately during prep.
13. Le Régent reserves the right to carry out random IT checks to ensure that students are using their computers appropriately.
14. The appropriate use of screen-based technology is learned gradually over the course of adolescence. As Régents gain autonomy as they mature, different rules apply to different classes. If these are abused by older students, they will lead to the application of rules intended for younger pupils.
15. Teachers follow the same rules as students as far as non-professional use of technology is concerned.

G. IB2 CLASS

Students in class IB2 should:

- be a positive example to all regents.
- complete their university applications with care, independently and to the best of their ability.
- hand in required coursework promptly (Extended Essays, projects, etc.)
- prepare properly for their IB exams at the end of the academic year.

These requirements are reviewed regularly with the Academic Head, IB coordinator, university counsellor, tutor and teachers; if they are not being met, privileges and weekend leave will be suspended for a period of time.

1. IB2 class has the following privileges:

- greater flexibility with weekend outings
- a later *coucher* for study, on condition that the pupil remains quietly in his/her own room after 11pm
- greater flexibility on town leave on Friday, with permission from the Houseparent

2. Some Saturdays are set aside for SATs, supervised assigned work, work on university applications and special IB requirements.

3. IB2 students finish their school year at the end of the IB examinations; at this point they have two alternatives:

- they may remain at Le Régent to undertake certain tasks and are therefore subject to the school timetable and disciplinary codes. This may include assisting teachers, developing service learning and supporting the younger students.
- they may leave Le Régent; in this case they must pack their suitcases, prepare all necessary paperwork for their shipping to be sent on, and tidy and empty their rooms. In this case, they are no longer permitted to sleep and board at Le Régent.

5. The Régent Diploma is awarded to the IB2 students on Graduation Day. It must be deserved: if a Régent ceases to be eligible for the diploma because of a lack of effort or a poor disciplinary record, or suspension of privileges, he or she will be informed by the Head and will be advised of the conduct required to be worthy of it once again.

6. All IB2 students must be present at the *Fête de fin d'année*, in formal uniform, to receive their diplomas and alumni ties and scarves. Pupils not present at the graduation will not receive their diplomas.

7. Student Leaders and library monitors are allowed to give House Points to reward other students for effort and attitude; they may ask Houseparents or boarding tutors to enter them on ISAMS. They may email all students for school business (with the Pastoral or Academic Head permission). Student Leaders may be invited to outings as a reward for their support and engagement in the school.