

LE RÉGENT CODES 2022-2023

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

TRULY SWISS, TRULY INTERNATIONAL

“Truly Swiss and truly international”, Le Régent provides a multilingual, multicultural educational environment to over 250 students from over 45 nationalities.

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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, emotionally, 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, and manage challenging behaviour in an assertive but non-confrontational and constructive 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. Possession or consumption of drugs or behaviour-changing substances at Le Régent or during weekends and holidays. The minimum sanction for possession and/or consumption is a suspension. Substance testing may take place at any time and any attempt at cheating during the course of a test is considered an admission of guilt.
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, or disrespect towards a peer or adult capable of causing mental or physical injury on or off campus.
5. Alcohol under the age of 16 and, in grades 8-10 is not permitted. Possession/consumption on and off campus throughout the week is not permitted. During designated social activities, at the weekend, students in IB1-2 are permitted to have a maximum of two small glasses of wine or two small beers.
6. Smoking (and tobacco products). As part of its overall health policy, Le Régent requires students not to smoke/use smoking devices either on or off campus. All students who request it can benefit from a support programme to help them stop.
7. The failure to observe health and safety rules, including during sports, expeditions and trips, or triggering the fire alarms through negligence.
8. 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 in girls' bedroom areas (and vice-versa) and excessive displays of affection.
110. Fraud and lying including plagiarism, cheating in tests, and forging permission for leave and medical certificates.
11. Continued breaches of school codes, disrespecting school property.
12. Damaging the school's reputation including on trips and outings.
13. 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 Régents

1. Régents 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. Students must respect others' privacy. Filming without consent is not allowed.
3. Bullying is a deliberate and generally repeated aggression over time; its purpose is to hurt and 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 makes the recipient vulnerable. Harassment can be online, within a romantic or friendly relationship. It can take the form of verbal, psychological, physical or sexual abuse.
4. Any form of bullying or harassment, in person or online, must be reported to a Student Leader or an adult. It will be dealt with through dialogue, courses, workshops and disciplinary action where necessary.

C-2 Health

1. The house staff supervise the houses during the night and may be called in case of emergency. Emergency services are available 24/7.
2. A school nurse is reachable Monday to Friday 8:00-17:00. Students may visit the medical room at any time for an emergency and must inform a member of staff on duty/teacher. For non-urgent matters, the nurse is available at designated times. Students who are signed off lessons for medical reasons may not participate in outings or leave for the weekend that day.
3. 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.
4. We encourage parents to take medical appointments during the holidays in order to minimise the disruption to school life. Medical information needs to be shared with the nurse in writing ideally in French or English.
5. Students are encouraged to share their welfare concerns with adults in school. This information will be dealt with and passed on with discretion.
6. Students may discuss private matters with the nurse/Houseparents and parents are informed if specialist visits are required.
7. The house staff ensure students have a balanced lifestyle which includes sufficient sleep.

C-3 Safety

1. Students must carry their key cards. Loss of cards must be reported to IT support immediately (during evening and weekends to Houseparents).
2. Students must sign out when they leave and sign in when they return with a member of staff.
3. When on trips or activities students must stay in small groups (IB2 is more flexible).
4. Fire safety instructions are repeated each term. Students must follow the security procedures. Failing to do so will result in a disciplinary meeting.
5. Firearms or replicas, knives, offensive weapons and self-defence items are not permitted on campus.
6. 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.
7. Access to the sports centre is forbidden without adult supervision.

Le Régent aims to maintain a safe environment for its community. This means we control visitors' access to the buildings.

Visitors:

1. All visitors should report to the main reception to announce the purpose of their visit (visiting their children, visiting a member of staff). The receptionist will then contact the boarding house or relevant staff member.
2. For visits to the boarding house floors and student rooms, early notice is appreciated so as to ensure that visitors can be accompanied.
3. If a student is waiting for their parents' visit, they should wait in the reception and walk with their family to the boarding house.
4. Students should not let anyone enter the boarding house and should ask visitors to report to the reception.
5. In the absence of the receptionist, they should ask the visitor(s) to wait in the reception area and ask a member of staff to help.
6. From 22:30-06:30 the houses are protected with an intruder alarm.

Infant Section and Junior Section:

Parents drop off and pick up: at the beginning and end of the school day, parents are welcome to access the porch and locker area. At all other times of the day, parents should make their arrival known at reception, or by ringing the doorbell and waiting for a teacher to respond on the ground floor.

C-3 Uniform and dress code

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

- Hair should be clean and well-groomed and should look smart. The Houseparents or Pastoral Director may send students to visit the hairdresser if needed.
- Tattoos and visible piercings are not allowed. Jewellery, accessories and makeup should be discreet. Grades 2-6 students should not wear makeup.
- Skirts and shorts must be an acceptable length.
- **Shoes** are smart casual, plain color (black, white, brown or blue), leather shoes or warm winter boots (ex: Timberland) in winter conditions.
- For the school **formal events**, all students must wear **smart black leather shoes** and, **Grades 9-IB2 their own white shirt with the school's blazer.**

Tutors/teachers will sanction students (demerit -1) if the uniform is not respected.

Uniform items lists can be found on the portal.

From G9 - IB2

- For their day to day uniform, students must wear their own white shirt or a "Le Régent" white polo top.
- When it is cold, students may wear their own plain, knitted jumper (dark color).

IB1-2 Students may wear their own dark suit.

Outside of the academic block and dinner

- The dress code is casual, clean and decent sportswear.
- Clothing must provide sufficient cover in order to be appropriate for a school setting.

Exceptions

- Students may be allowed to wear casual clothes or appropriate outdoor clothes for lessons that require it (e.g. practical ESS and geography) or when permission is granted for special circumstances.

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 Infant students may not leave the restaurant before the member of staff on duty has given permission. All students must follow the service rota. **Earphones and electronic devices are not permitted in the dining room.**
2. The relationship between adults and students is based on classical standards of politeness. Students should not speak to adults while wearing earphones. They 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 for boarding students

1. Any invitation for the weekend must be emailed to Houseparents by Wednesday evening using the Weekend Invitation form which can be found on the parent portal. Transport details must be provided to Houseparents who may grant permission for leave after contacting the family.
2. The weekend starts on Friday/or after weekend activities. Students may not leave until 18:00 if they leave on Friday evening. They must return by 18:00 on Sunday (special permission may be requested in advance for family events). **For any absences from classes/ blocked weekends, parents should email the Director General to ask for special permission. Depending on the circumstances, he may/may not grant permission. Unauthorised absences will be recorded in the student's report and the student will serve a detention following the absence.**
3. If a student returns excessively tired, teachers report to Houseparents who may decline the following weekend leave.
4. A certain number of weekends are spent at school (expeditions and official school commitments).
5. Certain weekends are blocked for academic reasons or for whole school events.
6. Students may receive a sanction that delays or blocks their leave time.
7. 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.
8. Travel arrangements must respect the school calendar and parents must inform the Houseparents in due time. If flight issues make it impossible to respect the term dates, students are welcome to leave the day after term finishes or return the night before term starts. For any early departure or late return, permission must be granted by the Director General, who will decide if the absence is authorised or not. Unauthorised absences will be noted on the student file for academic references. Departures and returns must be direct to the airport without stopping in town.
9. Students who wish to participate in their religious festivals must seek the necessary permission and aim to minimise disruption to their study time.
10. Passports, ID cards, and B permits must be handed in to Houseparents who store them in the safe.

C-6 Division into Grades

Sections	Rules common to each section These may be modified according to Study Status	Grades	Rules common to each grade These may be modified according to Study status
Secondary and Senior (IB1-IB2) students	<ul style="list-style-type: none"> · Study periods during the day free on campus/cafeteria · Study time before dinner in rooms · Evening prep from 19:30 to 21:00 in rooms or in the library · Saturday or Sunday outings beginning before lunchtime if a request is made to the Houseparent in charge the day before. Check-out is at 12 noon and check-in is at 19:00. · Personal study time available · Weekend leave from Friday 18:00 with permission and as long as school commitments are met - Sunday 18:00 <p>Extension for special occasions may be granted.</p> <p>If students are back late, they take the risk of losing their privileges.</p>	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 23:00 · Possibility to keep the computer and phone overnight · Monday-Friday Dinner outings with parents with the houseparents' permission <p>With the houseparents' permission:</p> <ul style="list-style-type: none"> · Eat out/ take away · Friday 18:00 - 21:00 · Saturday 18:00 - 22:30 · Extension for special occasions may be granted. <p>Wednesday 18:00 - 21:00</p>
		IB1	<ul style="list-style-type: none"> · Lights out at 22:30 Extension time for lights out on Friday and Saturday · Possibility to keep the computer overnight And phone (in the summer term of IB1) · 100 CHF weekly pocket money <p>With the houseparents' permission:</p> <ul style="list-style-type: none"> · Outings for dinner Monday-Thursday Friday 18:00 - 21:00 Saturday 18:00 to 22:00
Secondary students Grades 8-9-10	<ul style="list-style-type: none"> · Supervised study periods during the day in library · Social privileges on Wednesday from 17:30 until 	Grade 10	<ul style="list-style-type: none"> · Lights out at 22:15 Extension time for lights out on Friday and Saturday (until 23:00) · 60 CHF weekly pocket money

	20:00 • Evening prep from 19:30 to 21:00 in the library. Grade 10 students may be granted permission to study in their rooms (at house staff discretion). • Authorized to leave Crans with parents on Wednesday for dinner • Weekends from Friday evening until Sunday 18:00		With Houseparents' permission: • Outings to Crans on Saturday afternoon • Dinner outings Friday and Saturday from 18:00 • Dinner Wednesday 18:00 - 20:00
		Grades 8-9	• Lights out at 22:00 • 50 CHF weekly pocket money -Outings to Crans on Saturday afternoon with Houseparents' permission Dinner Wednesday 18:00 -19:30
Junior boarding students Grades 2-7	• Prep before dinner in designated study room • Study or activity in the evening after dinner • Outings with the 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 19:00 • Weekends from Friday evening until Sunday 18:00	Grades 6-7	• Outings to Crans on Saturday pm with Houseparents' permission • Lights out at 21:00/21:15 • 20 CHF weekly pocket money
		Grades 2-5	• Lights out at 20:30 • 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 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 only permitted on certain days and with house staff permission.
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 and Senior Sections

Phones are kept in designated lockers and handed out to call families (boarding students)

Students from Grade 6 are allowed their phones but not in the central part of the building, reception, cafeteria and restaurant. They are allowed to use them within the confines of the

boarding houses. If they are found to be breaking these rules then they will be given the appropriate demerit as a result.

Day students's phones (G6-IB2) can be brought to school but need to be used appropriately.

D. REWARDS AND SANCTIONS

An outline of the academic rewards and sanctions system can be seen in the school policy.

D-1 Rewards

These include: verbal praise, house points, student of the week, coordinator certificate in assembly with café voucher, lunch, special mention and certificate in prize giving, 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 Director.

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/Houseparents for boarding students or Academic Director 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 the 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 and/or Pastoral directors, 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 Director, 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 directors 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 Director General, the Pastoral Director and/or Academic Director, 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, Thursday and Friday	Tuesday, Wednesday	Saturday & Sunday
07:15 - 08:00	Wake up, breakfast, room order		The timetable varies according to the weekend programme.
08:15 - 08:30	Form Teacher meetings, 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 - 17:00	Activity	Activity	
17:00	Prep		
From 17:45	Free time		
18:30 - 19:00	Dinner		19:00 Dinner

Secondary and Seniors	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday & Sunday
07:15 - 08:00	Wake up, breakfast, room order					The timetable varies according to the weekend programme.
08:15 - 08:30	Form Teacher/Tutor meetings/ Reflection/House meetings/ 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 - 12:50	Period 5					
12:35 - 13:30	Lunch (period 6)					
13:30 - 14:15	Period 7					
14:15 - 15:00	Period 8		Activity	Period 8		
15:00 - 15:20	Break			Break		
15:20 - 16:05	Period 9			Period 9		

16:05 16:50	-	Period 10			Period 10		
From 16:50		Free time /activity	Free time /activity	Free time /activity	Free time /activity	Free time /activity	
18:45 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 Director or Houseparent; all other activities needing absence are on the school calendar.
- Only two evenings per week without study are permitted.
- Form teachers/tutors closely follow the academic, sporting, artistic, and personal life of students. They work with the Houseparents and keep an overview of students' activities. Form teachers comment on 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).

The evaluation of academic effort is given at the end of each term on a scale from A - E. Effort grades reflect approaches to classroom activities, as well as effort in prep. If a student is at risk of receiving an effort grade that is below satisfactory (D or E) then tutors will be informed and support put in place.

All reports include subject teachers' comments, form teacher/tutor's comments and Houseparents' comments regarding the student's contribution to school life and activities.

E-3 Academic honesty

See Le Régent's academic honesty policy.

E-4 Academic block 08:15 until the end of class

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 demerit 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 and senior 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 student as soon as possible.
5. So as to avoid an accumulation of work and deadlines, the form teacher/tutor regularly liaises with their students 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 Managebac. 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 students in Grades 2-10 (ideally one sport and one creative or artistic)
 - One activity per week for IB1-IB2 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 trips etc.).

E-6 Time after dinner

1. Junior boarding students 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 demerits have been recorded. The Form Teacher, Houseparent, and Academic Director 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 and Senior students have a minimum of three study sessions in their rooms between 19:30 - 21:00 (Monday, Tuesday, and Thursday). In addition, they may study in the library during opening times. In discussion with the Academic Director and house staff, prep can be completed in the library or supervised study.

F. COMPUTER AND INTERNET USE

1. Le Régent provides a school device for all students which support their learning. Teachers expect all students to bring their school device to all of their lessons, ready to be used. 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. All students agree to the Acceptable Use Policy.

2. Students are asked to exercise caution when connecting to social networks and they undertake never to post information that 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, the 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 are 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 STUDENTS

Students in IB2 should:

- be a positive example to all Régents

- complete their university applications with care, independently, and to the best of their ability.
- hand in required coursework promptly as outlined in the school IB calendar (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 Director, 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 students have 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 23:00
- greater flexibility on town leave on Friday, with permission from the Houseparent
- the privilege to work in the café during study periods. This privilege requires students to check into the library and may be revoked if students fail to do so.

2. Some Saturdays are set aside for SATs, supervised assigned work, and 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 must leave Le Régent; in this case, they must pack their suitcases, prepare all necessary paperwork for their shipping to be sent on, and tidy / empty their rooms. In this case, they are no longer permitted to sleep and board at Le Régent.

4. 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, they will be informed by the Director General, who will also inform parents at the same time, and will be advised of the conduct required to be worthy of it once again.

5. 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 unless permission for absence has been granted exceptionally by the Director General.

6. Student Leaders are allowed to give House Points to reward other students for effort and attitude; they may ask Houseparents or boarding tutors to help. They may email all students for school business (with the Pastoral or Academic director's permission). Student Leaders may be invited to outings to reward their support and engagement in the school.

H.PARENTS' RESPONSIBILITIES

Common sense tells us that Le Régent cannot modify its educational approach to fit those of all the families who have entrusted their children to the school; it is these families, who have chosen Le Régent, with its disciplinary principles and values, who must adapt.

We are aware that this is not always easy – nor is it always welcome – but if Le Régent experience is to be successful, much will depend on the fruitful collaboration between parents and school: how can we expect students to respect the rules to which their parents accord little attention or no importance?

In consequence, we offer a number of friendly suggestions.

- It can be beneficial to read the Codes and discuss them with your children. Le Régent's values and disciplinary principles will be better understood and respected if they have been approved and adopted by parents. Respect for the Codes is essential for community life and safety at Le Régent.
 - We know how difficult it is for parents to accept the concept of "One Rule for All". It is nevertheless essential for balance in community life and for creating a sense of equal treatment. Every "special request", such as a postponed sanction, an early weekend, or holiday departure, appears innocuous: yet multiplied many times over by dozens of families, it makes community life impossible to manage.
 - Instantaneous communication between parents scattered across the world and their children at Le Régent represents enormous progress, allowing close family ties and a greater sense of security. There are, however, other, less manageable consequences: students can become less independent, they can take longer to settle in, a barrier between school and student can appear, and rapid emotional reactions can be encouraged.
 - Parents who do not give in to the pressure of their children in the following three areas deserve special recognition:
 - the "others" always have more than I do
 - the "others" can come home when they want on Saturday evening at the weekend (if teachers' experience on Monday morning is anything to go by, there are those who have reasonable bedtimes and who are prepared for school, and others who are less so)
 - the other parents are cool, they never say "no" and have a great family atmosphere (in the short term, this is indeed cool: in the longer term, it can be catastrophic, leading to young people living without restraint and with no confidence in their parents).
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