



SCHOOL RULES

It is important to emphasise that it is the school's policy to reward students rather than to punish them.

1. Students must abide by the school's rules and regulations.
2. Appropriate conduct and a solid work ethic are expected of every student. Politeness and respect must characterise behaviour at all times. Students are reminded that they represent The International School of Paphos, both at school and at home. During term-time and while on holiday, it is expected that they behave in a manner that reflects favourably upon the school and are a credit to the school.
3. *Students must follow instructions given by staff in all matters regarding discipline.
4. *Aggressive behaviour and / or bullying (including Cyber-Bullying) will not be tolerated (see Annex 1).
5. All Students must purchase a Homework Diary/Student Planner to make a note of all school assignments and other relevant matters.
6. To qualify for promotion from one class to the next, students must satisfy the following important criteria:
 - i) Academic standard
 - ii) Satisfactory attendance records
 - iii) Punctuality
 - iv) Consistently satisfactory conduct and behaviour.
7. The following may disqualify a student from promotion to the next class or receiving a School Leaving Certificate (Apolytirion):
 - i) Absences which are not justified by a note from parents/guardians, amounting to 10 school days
 - ii) Absences not approved by the Head, amounting to 10 school days
 - iii) More than 20 days of justified absences.
8. If a student is late coming into school more than 20 times during the course of the year, he/she may not qualify for promotion.
9. *Students must remain on the school premises during school hours. Leaving without permission is a health and safety risk. Students may only leave the school premises with the express permission of a member of the Senior Management Team and in accordance with the relevant procedure.
10. For safety reasons, students should not be on the school premises more than 10 minutes before the first bell for registration.
11. Students may not enter the school offices or classrooms unless a member of staff is present or, in exceptional circumstances, if a member of staff gives permission. Students must move between classes in a quiet, orderly fashion and arrive for the lesson promptly. Running between lessons is dangerous and not acceptable.
12. Any student who needs to use the toilet or leave the classroom for any other reason during lesson time, must have permission from the teacher and sign out.
13. Students should arrive at school clean and neatly groomed. School uniform must be worn in school and on special occasions, as decided by the Head.

An itemised list of the school uniform is available.

- i) Students must exercise moderation in regard to style of hair. Male students should wear their hair short (no longer than the top of the neck). Hair dyed to an unnatural colour is not acceptable. No patterns or shaved hair will be accepted.
 - ii) Students must not wear jewellery in school other than a wristwatch (not a smart watch) and a chain, if it is of religious significance. Only girls may wear one pair of earrings, either plain studs or small sleepers. No other piercings are allowed.
 - iii) No visible tattoos are allowed (e.g. on arms, ankles etc).
 - iv) Only female students in Years 12 and 13 are allowed to wear nail varnish and subtle make-up.
 - v) The regulation P.E. uniform may only be worn on days when students have a P.E. lesson. Please note that students studying IGCSE/A-Level P.E. or GCSE/A Level Drama must wear normal uniform to lessons. If the P.E. kit or alternative clothing is required for a lesson, then students MUST change their clothes during the lesson and then again before the lesson ends.
14. All items of uniform and personal belongings should be marked with the student's name. The school will not be held responsible for any lost items.
 15. *It is expected that students will take care of the school building and other property. In the event of littering or causing any damage (e.g. graffiti, vandalism), staff may assign detention or cleaning duties to offenders. Students must report all breakages and those responsible will be charged for any deliberate damage to school property and other sanctions may be imposed.
 16. *It is a serious offence to create a fire hazard, set off the fire alarm unnecessarily or cause a fire.
 17. Students must not litter but should throw wastepaper and other rubbish into the appropriate bins provided. No chewing gum is allowed on school premises and any damage caused because of chewing gum will be charged.
 18. No student is allowed to switch on or off any electrical appliance. For safety reasons, no lollipops of any kind are allowed.
 19. *It is forbidden for students to gamble, smoke or be in possession of any illegal substances (including alcohol) or dangerous weapons (this includes knives, sharp objects etc). Students may not bring smoking materials of any kind, including lighters and e-cigarettes into school.
 20. *Displays of affection, which are considered inappropriate by the school, are deemed to be serious offences.
 21. Students who wish to drive a car or motorbike to school, must first produce a valid driving licence and a Certificate of Insurance. Only students who have provided the relevant documents may park in the authorised car parks. (Please note that the Cyprus laws apply regarding the legal age for a motorbike and car licence).
 22. Students must not bring large sums of money or any valuables to school. The school will not be held responsible for any losses.
 23. *Stealing is a serious offence.
 24. The school prefers students not to bring their mobile phones or other electronic, smart devices to school. However, such devices may be brought to school provided they are handed in at the Reception Desk at the beginning of the school day. They may be

collected at the end of the day. If these items are not handed in at the Reception Desk, they will be confiscated and can only be returned to the parents. The school will not be held responsible for any loss or damage to these items.

25. Years 12 and 13 are allowed to bring laptops or tablets into school which they may use for their studies. No other devices are allowed as specified in rule 24. The school will not be held responsible for any loss or damage.
26. *Students must observe the rules, procedures and regulations regarding particular areas of the school such as computer labs, science labs and the sports areas. Specific rules for excursions and other activities must also be observed. Irresponsible or reckless behaviour will not be tolerated.
27. Students who do not abide by the rules and have received Detention Orders for inappropriate behaviour and/or have been suspended for any reason, may be excluded from school trips and any other outings or fun activities and may be disqualified from receiving a scholarship.
28. It must be noted that The International School of Paphos reserves the right to insist that parents withdraw students who do not abide by the school's rules and regulations.

*Any violations of rules marked with an asterisk are considered to be serious offences and could result in a temporary or even a permanent exclusion. However, the school reserves the right to apply these sanctions to other situations.

(The school reserves the right to change the School Rules and in such an event, you will be advised accordingly.)

