



## SCHOOL RULES 2023-2024

It is important to emphasise that it is the school's policy to reward pupils rather than to punish them. Pupils must abide by the school's rules and regulations.

1. Good conduct and work are expected of every pupil. Politeness and respect must characterise behaviour at all times. Pupils are reminded that they represent The International School of Paphos both in school and out of school. During term-time and on holiday, it is expected that they behave in a manner that reflects credit on the school.
2. For safety reasons, pupils should not be on the school premises more than 10 minutes before the first bell for registration.
3. \*Pupils must follow instructions given by staff in all matters regarding discipline.
4. \*Pupils must observe the rules, procedures and regulations regarding particular areas of the school such as art rooms, computer labs, drama studio, music recording studio, 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.
5. \*Aggressive behaviour and/or bullying (including Cyber-Bullying) will not be tolerated, in accordance with the 'Anti-Bullying Policy'. Behaviour, objects or comments causing offence or alarm are taken seriously.
6. \*Pupils must remain on the school premises during school hours. Leaving without permission is a health and safety risk. Pupils may only leave the school premises with the permission of the Nurse or a member of the Senior Management Team and in accordance with the relevant procedure.
7. Pupils 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.
8. No pupil is allowed to switch on or off any electrical appliance.
9. Pupils must move between classes in a quiet and orderly fashion and arrive for the lesson promptly. Running between lessons is dangerous and not acceptable. Pupils who need to use the toilet or leave the classroom for any other reason during lesson time must have permission from the teacher and sign out.
10. Pupils 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.
11. All items of uniform and personal belongings should be marked with the pupil's name. The school will not be held responsible for any lost items.
12. The regulation P.E. uniform may only be worn on days when pupils have a P.E. lesson. Please note that pupils 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 pupils **MUST** change their clothes during the lesson and then again before the lesson ends.
13. Pupils must exercise moderation in regard to style of hair. Pupils should be neatly groomed and long hair should be tied back. Hair dyed to an unnatural colour is not acceptable. No patterns or shaved hair will be accepted. Only pupils in Years 10 to 13 are allowed to wear nail varnish and subtle make-up.
14. Pupils must not wear jewellery in school other than a wrist watch (not a **smart watch**) and a chain, if it is of religious significance. Only one pair of earrings, either plain studs or small sleepers may be worn. **No other piercings are allowed.**
15. \*It is expected that pupils 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. Pupils must report all breakages and those responsible will be charged for any deliberate damage to school property and other sanctions may be imposed.



16. \*Stealing is a serious offence.
17. \*It is a serious offence to create a fire hazard, set off the fire alarm unnecessarily or cause a fire.
18. Pupils must not litter but should throw waste paper and other rubbish into the appropriate bins provided. Any damage caused because of chewing gum or other substances will be charged.
19. For safety reasons, no chewing gum, lollipops or other sweets of any kind that could cause a choking hazard are allowed.
20. \*It is forbidden for pupils to gamble, smoke or be in possession of any illegal substances (including alcohol) or dangerous weapons (this includes knives, sharp objects etc.). Pupils may not bring smoking materials of any kind, including lighters and e-cigarettes into school.
21. \*Displays of affection which are considered inappropriate by the school are deemed to be serious offences.
22. Pupils who wish to drive a car or motorbike to school must first produce a valid driving license and a Certificate of Insurance. Only pupils 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 license).
23. Pupils must not bring large sums of money or any valuables to school. The school will not be held responsible for any losses.
24. Pupils are not allowed to bring their mobile phones or other electronic, smart devices to school. If such devices are needed in school for certain projects, permission must be granted by the Head of Year for use only in that class. If the student requires the devices for after-school, the devices must be handed in to Reception in the morning and be taken at the end of the day.
25. Years 10, 11, 12, 13 may bring laptops or tablets into school for their studies. Students bringing in such devices must agree to the separate agreement, *Mobile Phones and Electronic Devices Guidelines and Agreement*. No other devices are allowed unless special permission is granted by the Head of Secondary School. The school will not be held responsible for any loss or damage.

Pupils 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.

It must be noted that The International School of Paphos reserves the right to insist that parents withdraw pupils 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)*