



Rights, Responsibilities and Rules of Behaviour

The following are the rights held as fundamental by the students of the Centre for European Schooling, as well as the responsibilities that these rights infer.

Rights	Responsibilities
To come to learning in an environment conducive to learning and positive interaction, free from intimidation, harassment or hindrance.	To allow every student to come to learn and participate freely without harassment or intimidation.
To have your class start on time.	To arrive on time.
To be taught to a very high standard.	To give your full attention and cooperation in class, have your books out, and homework complete to a very high standard.
To have one's views and opinions respected.	To respect the opinions of others.
To be treated with tolerance, understanding, fairness and respect.	To be tolerant, understanding, fair and to respect everyone in the school.
To learn in a safe environment.	To ensure that our actions do not put the safety or well-being of any student or staff at risk.
To a clean and pleasant environment.	To respect the environment and property of the school.
To participate and belong in the school community.	To work for and encourage a community spirit in the school.

Attendance:

- Students must be on time for school and class.
- If you are late for class you must have a signed note explaining the reason.
- If you are absent from school, you must have a note written in your diary explaining why you were absent.
- If you have written permission to leave the school during the day or if you are going to be absent from class in order to attend extra-curricular activities, excursions, trips, etc., you must inform the CES teacher you would have or inform any CES Staff member so that the CES teacher(s) concerned know you will be absent.

Uniform & Appearance

- Always attend school in full uniform.
- Uniform must be presented in a clean and acceptable condition.
- Students must conform to the general ethos in manners, dress and grooming as prescribed by the Principals of St. Seachnall's National School, Dunshaughlin Community College and the Centre for European Schooling.

Learning and Teaching in the Classroom

Students are required to conduct themselves in the following way in class.

Learning:

- Students are required to have their CES Student Learner Diary at all CES classes.
- Students are required to concentrate on learning and to be attentive in class.
- Allow the teacher to teach and fellow students to learn.
- Homework assigned must be completed on time, in full, to the highest possible standards, and ready for inspection.
- The **topic** of the class must be written in the target language in the CES Student Learner Diary at the start of class.
- The **homework** must be written in the CES Student Learner Diary by the end of class.
- As part of homework, students must complete each class section for that day in the CES Student Learner Diary.

Organisation:

- Always be on time for class.
- Place bags safely under desks.
- Always sit in a safe and proper manner.
- Be fully prepared for class: taking out all books, copies, pens and any specialised equipment required, immediately.
- No food or drinks are allowed in class.
- Tipp-ex and permanent makers may not be used in school.
- Do not litter the classroom and remove litter when requested by the teacher.

Behaviour:

- Mobile phones, iPods and other such devices must be turned off and not visible in any manner.
- Chewing gum is prohibited in the school at all times.
- Always speak to the teacher in a respectful manner.
- Leave your place only with the teacher's permission.
- Students are never to interfere with or damage in any way furniture, windows, blinds, computers or any other equipment in the classroom.
- When leaving the classroom the students must not rush, push, jostle, or act in a manner which could be reasonably construed as causing danger to others.

Health, Safety and Welfare of the School Community

In the interests of the welfare of students and staff in the CES students must:

- Comply with the health and safety guidelines of St. Seachnall's National School and Dunshaughlin Community College.
- Never smoke while in school uniform, in school or on school trips.
- Never eat, drink or be present in a classroom unless given permission by a teacher.
- Never steal from, interfere with or damage the property of the school, of students or of any member of staff.
- Never use physical violence towards any person in the school.
- Never bring, use or sell alcohol, drugs, tobacco or solvents while in school uniform, in school or on school trips.
- Never come to school having taken alcohol, drugs or used solvents.
- Never bring dangerous weapons of any description to the school.
- Students must also strictly observe the Fire Drill instructions of St. Seachnall's National School and Dunshaughlin Community College.