

BEHAVIOUR DURING THE SCHOOL DAY

According to legislation in the federal state of Hesse, smoking on and around school premises is prohibited.

Music players of any kind and mobile phones may not be used during the school day (from the start of lessons until the end, including breaks).

The free area is open to students before lessons begin.

We are committed to maintaining cleanliness and order in school buildings, throughout the entire campus and along our journeys to school.

Waste must be disposed of in the bins provided.

Spitting is prohibited.

We treat the green areas on the school grounds with care.

Leaving school premises without specific instruction is prohibited during morning lessons.

When waiting for the school bus, we line up behind the red marking in order of arrival. The utmost care and decorum is required. There is no pushing. Any instructions given by the school bus driver must be obeyed.

ACTION TO BE TAKEN WHEN SCHOOL RULES ARE VIOLATED

The Hessian Education Act provides the following list of measures for breaches of school rules:

Educational measures:

Speak with the student

Oral or written statement of disapproval

Assignment with specific tasks, possibly as part of being kept late at school for "detention", for example:

- copying down school rules to internalise their content
- completing community service
- attending mediation seminars

Temporary seizure of objects that could interfere with or disrupt the teaching or organisation of the school.

Disciplinary measures:

Exclusion from lessons for the remainder of the school day

Exclusion from special class or school events

Threat of assignment to a different class (same year)

Assignment to a different class (same year)

Threat of transfer to another school

Transfer to another school

School rules



PREFACE

We, the students, parents and teachers of the Von-Galen-Schule, have drafted rules for our common life and work.

These rules are designed to help us create a trusting and friendly learning environment.

We are helpful, considerate and honest with one another so that everyone is able to feel comfortable.

We are aware that we can only achieve good marks and results if we are diligent and hard working.

Freedom is important, but for us this does not mean that everyone does what they want. We respect one another and treat those things entrusted to us with care.

We agree that we not only have rights but obligations as well. We therefore commit to strictly following the rules set out in the pages below.

BEHAVIOUR TOWARDS ONE ANOTHER

No form of physical or psychological violence is used.

We respect one another and maintain a friendly tone.

We respect private and communal property.

BEHAVIOUR DURING LESSONS

We arrive to lessons on time and well prepared.

We know that we must always justify our absence or lack of participation in lessons in a letter of apology from our parents. Should we miss any achievement tests for health reasons, a medical certificate or doctor's note is required.

We refrain from disrupting lessons.

Chewing gum is prohibited.

Together with our teacher, we will draft our own class rules under the school rules and organise our classroom.

The teacher is the last to leave the room.

BEHAVIOUR DURING BREAKS AND FREE PERIODS

The five-minute breaks are used exclusively for changing classrooms, going to the toilet facilities and preparing for the next lesson.

At the beginning of the longer breaks we leave the building and head to the designated break areas. This does not apply to "rain breaks" or in very cold weather.

The sports field may only be used upon obtaining approval from the break supervisor.

Students coming from the lower areas no longer frequent classrooms when the longer breaks begin.

Active games are permitted in the break areas during breaks as long as no one is being teased or endangered.

Eating and drinking is only permitted in the lower free area and the schoolyard.

Due to the risk of injury, throwing snowballs, pine cones and similar items is prohibited.