## School Rules - Easy-to-Read Guide



# 1. Why do we have rules?

Rules help keep the school safe and pleasant. They support learning and everyone's well-being.

# 2. Student rights

- You can go to school in a safe environment.
- You are treated fairly.
- You have the right to privacy and personal safety.

## Student responsibilities

- Take part in lessons and do your tasks.
- Behave politely and kindly.
- Be responsible for your words and actions.

# 3. Good behaviour and safety

- Greet, thank, and help others. Use polite language.
- Let others work in peace.
- Come to class on time and bring materials you need.
- Dress for the weather and the situation.
- Do not bully. Tell an adult if bullying happens.\*

## 4. Moving around and staying on school grounds

- Stay on school grounds during breaks.
- Move calmly inside the school building.
- Be fair in games and play.
- Keep bikes and vehicles in the right place.
- Use a bike helmet and reflector.
- Go home right after school.

# 5. Cleanliness and property

- Keep the school clean. Do not litter.
- Take care of your things and school property.
- Do not take other people's things without permission.

<sup>\*</sup>Bullying means someone hurts another person on purpose. It can be mean words, name-calling, pushing, leaving someone out of a group, or bullying online. Bullying is always wrong. Tell an adult about it.

#### 6. Phones and devices

- Do not use your phone during class without the teacher's permission.
- Keep your phone in your backpack or bag during the school day.
- You may always call emergency numbers.
- The teacher can take your device if it disturbs class. You will get it back at the end of the day.
- The school is not responsible for lost or broken devices.

# Computers and social media

- Use school devices only for schoolwork.
- Take photos only of people who give permission.
- Do not share photos, videos, or audio recordings without permission.
- Do not copy text or images without citing the source.

# 7. Intoxicants and dangerous items

 Do not bring or use alcohol, tobacco, snus, nicotine pouches, drugs, weapons, or other dangerous items at school.

#### 8. If you break the rules

Possible consequences:

- A disciplinary discussion
- Detention
- Removal from class or from the premises
- Homework
- Cleaning
- A written warning
- Temporary suspension

# **Teacher and Principal Rights and Responsibilities**

- They can check student belongings and take dangerous items away.
- They can use force if needed for safety.
- If bullying, harassment, or violence happens at school or on the way to school, they must inform the parents or guardians of both the student who did it and the student who was hurt.

These rules also apply to trips and events outside school.