

Living together is based on **RESPECT:**

Respect of other people, respect of places, respect
of rules and self respect.

As we want everyone to be as successful and
happy in our school, please, don't forget it.

Life in our school also means **TOLERANCE,**
LISTENING, SHARING and of course
KNOWLEDGE ENRICHMENT!

WELCOME TO ECOLE INTERNATIONALE PACA



WELCOME BOOKLET

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MY DAY AT THE ISPACA

7.45 AM

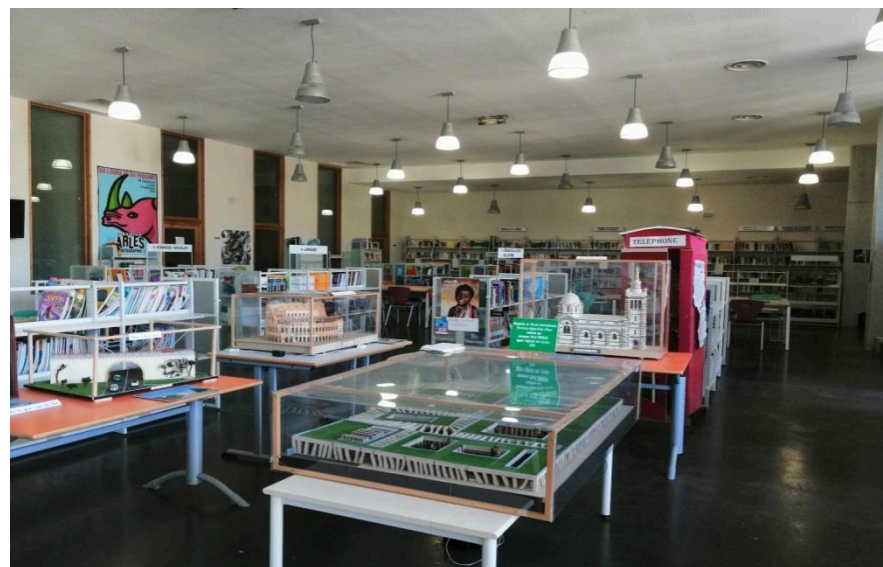
School gates open. If I am a **MIDDLE SCHOOL STUDENT**, I turn off my phone and I put it in my bag before entering the school. If I am **BOARDER**, I can leave my luggage at the boarding school on Monday

7.55 AM

Classes begin. If I am **LATE**, I go to the Vie Scolaire office before joining my classroom. If I am **ABSENT**, my parents have to inform Vie Scolaire by phone or by e-mail. In both cases, my parents will also have to fill out an absence or lateness ticket in my notebook of correspondence. I will always give these tickets at the vie scolaire office as soon as I am back in school.

WHEN I HAVE NO CLASS: if I am a **HIGH SCHOOL STUDENT**, I can use my free time as I wish. If I am a **MIDDLE SCHOOL STUDENT**, I have to go to the study room.

I also have the opportunity to go to the BCDI (library), for that I must give my notebook of correspondence to the surveillants (room for 20 students max in the library).



IN THE STUDY ROOM, I have to be quiet (studying, reading). If I want to play chess or card games, I ask the adult's permission and I play peacefully.

If I am a **MIDDLE SCHOOL STUDENT**, leaving school between two lessons is forbidden without my parents' written authorization.



10.18 AM

This is the **MORNING BREAK**. The middle school students must stay in the secondary playground and cannot stay near the classrooms. Balloons that are not in foam and phones are not allowed in the playground. An adult supervises the playground and is available when needed. When the bell rings, I have to go to my classroom.

11H13

I am a **MIDDLE SCHOOL STUDENT** and I was in the study room or I finish my classes in the morning: if I eat in the school restaurant, I'm waiting for an adult, I'll go there at 11:30 am. If I AM '**EXTERNE**' (I eat at home), I can leave the school.

HIGH SCHOOL STUDENTS have to wait until 11:30am to go to the school restaurant.

12H02

It is the end of morning classes. I have to respect the schedule to go to the school restaurant. This schedule, defining when each class can go to the restaurant) is established at the beginning of the school year (priority is granted to middle school students and high school students every other day). If I don't have the priority, I wait for an adult to tell me when I can go to the school restaurant.

If I am a middle school student, I wait for my turn in the playground. At lunch time, it is forbidden to go in front of the classrooms. Only foam balls are allowed. Before going to eat, I must leave my bag in the locker that has been allocated to me at the beginning of the year by the Vie Scolaire team.



12H57

AFTERNOON CLASSES START! I have to go to my classroom.

ON WEDNESDAY, if I have been punished and placed in detention, I must go to the study room. **IF I AM A BOARDER**, at 2.00pm, the boarding school opens and I can stay under the supervision of an education assistant.

15H20

This is the **AFTERNOON BREAK**. Same rules apply for all breaks (see morning break at 10:18).

IF I AM A BOARDER, a snack will be given to me. I have to pick it up in the Vie Scolaire's office.

17H00

This is the end of classes. If I am a **MIDDLE SCHOOL STUDENT** I have the opportunity to stay in BCDI until 18:00.

If I am a **BOARDER**, the boarding school opens its doors. If I am a **HIGH SCHOOL STUDENT**, I can have class until 18.00

BOARDING SCHOOL

18H15

Boarders have to go to the common room of the boarding school. An adult checks your presence and accompanies you to the school restaurant for the evening meal.

If I am **ABSENT**, my parents have to inform the Vie scolaire team by e-mail as soon as possible.

19H30

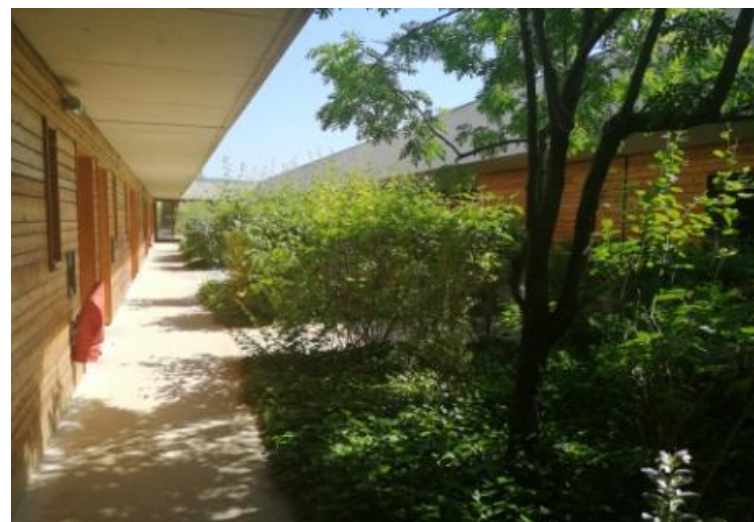
STUDY TIME for boarders in Seconde and S5.

21H30

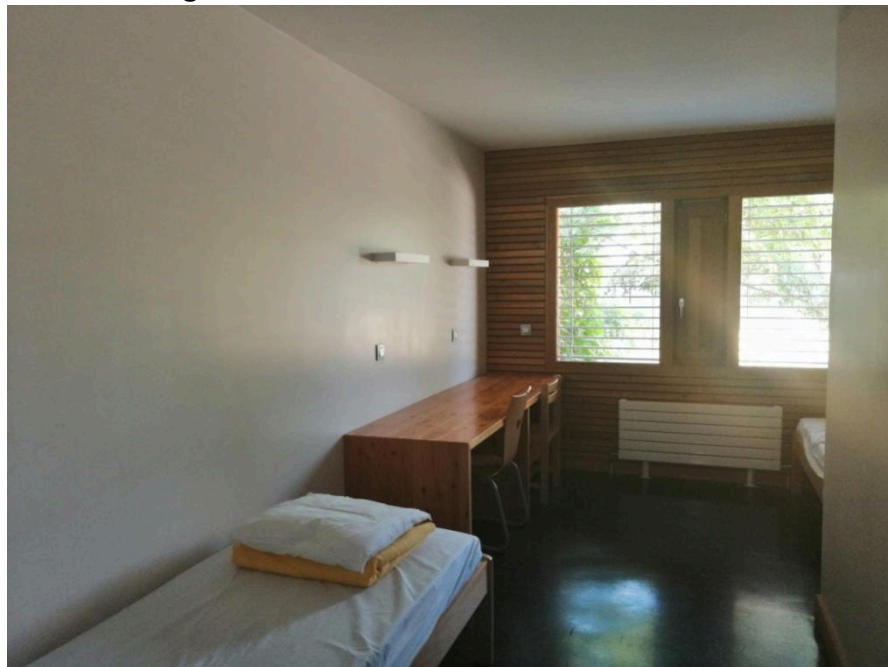
Girls and boys are separated and have to go to their bedrooms.

22H00

The education assistant checks your presence a second time. Boarders must stay in their rooms until



the morning.



THE NURSE'S OFFICE

The infirmary of the school is open every day **from 8:00 to 13:00 and from 14:30 to 15:40** (only in the

morning on Wednesday).

I do not have the right to go to the infirmary alone. If I do not feel well or if I get hurt, I must go to the Vie Scolaire's office first, preferably accompanied by a friend.

If this happens while I am in class, I must ask my teacher's permission to go to Vie Scolaire's office and be accompanied.

If the nurse is absent or unavailable and my condition is not good enough for me to stay in school, the Vie Scolaire team can call my parents to inform them and ask them to come and pick me up.

CLASSROOM LIFE

For each class there is a referent **form teacher** who welcomes me at the beginning of the year. If I have a problem or need information about the class, I can ask him.

Shortly after the beginning of the year, the **election of class representatives** takes place. The representatives participate in the class councils and convey their classmates' remarks and requests to the form teacher.

