



# LE ROSEY

Le Rosey's 139<sup>th</sup> School Year

## CODES 2018-2019

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# A. Honour Code

All Roséens undertake to be familiar with and to respect these Codes.  
Each year a signed undertaking to this effect is handed in to their Class Tutor.

## A School for Life

A Swiss school with an international mission, Le Rosey is a united community. Roséens maintain exceptional friendships throughout their lives, and are lifelong ambassadors of a spirit of human tolerance and respect.

## Actis Virtus

Dreams, promises and commitments are meaningless unless translated into action, which, alone, can show what one aspires to.

## Know better so as to understand better and hence to love

Many cultures, languages and religions are represented at Le Rosey; the enrichment that comes from knowing them demands an open mind, curiosity and a respect for differences.

## Develop all your talents and realize your full potential

All Roséens should be involved in the wealth of academic, artistic, sporting, cultural and social activities which make up the daily life of the school; they make a commitment to deepen their knowledge of themselves and of all their intelligences; they are asked to make their own life choices, and, in the company of their peers and teachers, to decide independently the paths their childhood and adolescence will take.

## RIGHTS OF ROSEENS

1. Respect for their physical integrity.
2. Respect for their religious, philosophical and political convictions as well as their sexual orientation in so far as these are compatible with Le Rosey's policy of tolerance.
3. Respect for their private life (personal belongings, health, mail, luggage) within the limits of school discipline. Teachers will not enter a student's room before signalling their intention to do so.
4. Direct access, as rapidly as possible given the circumstances, to their directors and teachers.
5. Professional secrecy from their directors and teachers for any conversation held in confidence as long as this does not endanger anyone. This also applies to written work of an intimate nature.
6. Roséens have the right to be fully informed of teachers' assessment of their academic work and behaviour.
7. Roséens have the right to be fully informed of the reasons for any punishment and the identity of the person who imposed it.

## RESPONSIBILITIES OF ROSÉENS

1. Roséens respect the rules that constitute Le Rosey Codes, both on and off the campus.
2. Roséens prioritise their knowledge and intellectual abilities. They do their best to obtain the best possible results.
3. Roséens respect the person and the cultural, religious and political convictions of their teachers and fellow pupils. They do not accept any action or propaganda contrary to the principle of respect for their fellows.
4. Roséens respect the work and the time of the directors, teachers and school employees. They adopt the rules of politeness customary in Switzerland.
5. Roséens take an active part in artistic, sporting, cultural and environmental activities, which contribute to the development of their personalities, and service to the community
6. Roséens adhere to the principles of intellectual honesty, which forbid cheating and deceit in order to obtain a result in academic work or sports.
7. Roséens are under the obligation not to waste their time and the financial resources of their parents by adopting a lazy and passive attitude.

# B. Major Rules

The following may be sanctioned by expulsion without a *Conseil de discipline*.

1. The possession and consumption of drugs, of any nature, either at Le Rosey or during weekends and holidays. Drug tests are obligatory and may take place at any time. Any attempt at cheating during the course of a drug test is considered an admission of guilt.
2. Leaving a building without authorization between *coucher* (lights out) and *lever* (wake up).
3. Theft on or off campus and established as such by a *Conseil de discipline*.

The following are major offences; they lead to an appearance before the *Conseil de discipline*.

4. Any physical or verbal violence or serious disrespect towards a peer or adult capable of causing mental or physical injury either at school or elsewhere.
5. Entering a room to take something without the permission of its owner.
6. The possession or consumption of alcoholic drinks on or off campus throughout the week, or on expeditions at the weekend. An exception is made for group sorties organized by and in the company of a teacher (during which wine may be consumed) and wine-tasting sessions organized by Le Rosey. At the weekend, alcoholic drinks may be consumed by students over the age of 16 within the limits permitted by Swiss law for driving a car.
7. For students in class 3 or below, entering a discothèque, including during a weekend off campus.
8. Smoking. As part of its overall health policy, Le Rosey requires students not to smoke either on or off campus (including e-cigarettes and shisha smoking, etc.). All students who request it can benefit from a support programme to help them give up.
9. The failure to observe safety rules, particularly during expeditions, excursions or sporting activities; the use of matches or lighter or having a naked flame in school premises; setting off a fire alarm by accident or through negligence.
10. Car rental or the use of an automobile – including during the weekend if the parents are not present in the car – and hitchhiking.
11. Being found on the *étage* with a person of the opposite sex as well as the excessive demonstration of affection
12. Serious fraud relating to:
  - plagiarism and cheating in tests, homework or examinations (see Section E-5)
  - weekends (false invitation, forged signature)
  - false declaration of illness in order to be excused from classes or sports.
13. The accumulation of punishments with no effect on behaviour or school work; continual indiscipline; lack of respect for the buildings and property of the school.
14. Failure to observe the Codes during sorties and excursions, and behaviour outside school liable to damage the image of the school and its pupils.
15. Infringement of Swiss law. Note that Swiss Law prohibits:
  - The sale of tobacco to those under the age of 18
  - the purchase and consumption of alcohol to those under the age of 16 and of alcoholic drinks other than wine and beer to those under the age of 18. (Beer and wine are permitted from the age of 16.)
  - the production, sale and consumption of all drugs
  - entry to bars and discothèques for those under 16 unless accompanied by an adult.

# C. Campus Life

## C-1 Bedrooms and Personal Belongings

1. Pupils are forbidden to keep a sum of money greater than a month's pocket money, jewellery, expensive watches and objects even in their individual safes.
2. Pupils may decorate their rooms as they wish; however, erotic, racist, controversial or vulgar posters are not acceptable. Beds must be made and the room tidied every morning before breakfast; rooms should always be kept tidy.
3. Pupils may bring a laptop computer, an iPad/tablet, a hair drier and games to Le Rosey. Large (more than 15") external computer screens are not allowed. Space is set aside for these in the common rooms. Other electrical appliances are forbidden, unless approved by the Head of House. Air conditioning units are not permitted.
4. It is forbidden to order food from off campus at any time and under any circumstances unless specifically authorized by the Director of Boarding.

## C-2 Health and Safety

1. There are five resident healthcare professionals on campus. Pupils may go to the infirmary at any time in an emergency. In all other cases including health problems, arranging medical and dental appointments and sick notes, pupils must use non-class time. Students who are excused from classes on medical grounds may not participate in any evening outing or weekend excursion or departure on the same day as their absence.
2. Parents are required to inform the healthcare staff of treatments followed by their children. Under no circumstances can pupils keep medicines: these must be handed over to the staff who will supervise all treatment. This includes vitamin and protein supplements. Steroids, creatine supplements and all performance enhancing drugs are forbidden.
3. All medical appointments in Switzerland are made by the healthcare assistants; for appointments outside Switzerland parents must first consult the *doyen* so as to keep disruption to the child's school life to a minimum. A medical report or certificate must be given to the school following such appointments.
4. Students must inform healthcare assistants of the onset or development of all medical problems and of any allergies that they may suffer from.
5. Students are encouraged to communicate to an adult of their choice any concerns they may have regarding their safety. Where necessary, these communications will be treated with the degree of confidentiality requested by the student.
6. Rosey students are able to make appointments or to visit a school counsellor when she is present on campus. With the exception of situations deemed dangerous for the student or others, all conversations with the counsellor remain strictly confidential. When an off-campus specialist is consulted, parents will be asked for their authorization.
7. Boarding house teachers will take care to ensure that all students have a proper night's sleep. In the fifteen minutes preceding lights out students are strongly encouraged to read, and the use of electronic equipment of any sort is forbidden until wake-up. Failure to observe this last point will result in the confiscation of the equipment involved for as long as deemed appropriate by the Head of House. This could be definitive depending on the circumstances.
8. Drivers of school transport are not allowed to start the engine until all passengers have fastened their seat belts. Unfastening the seat belt while the bus is in motion is considered a serious infringement of the rules.
9. During the night, security guards patrol the campus and may be called should the need arise.
10. Access to Le Rosey and La Combe campuses and to school buildings is closed to prevent the presence of unauthorized visitors. Rosey students must wear a special bracelet equipped with a microchip. Students must immediately inform the Boarding House Director in case of loss or theft.

11. Any departure from campus must be preceded by a check-out with the appropriate member of staff. Returns must be validated by a check-in.
12. While off campus, Rosey students must carry their mobile phone and have it switched on. Directors of Boarding must be informed of this number and any changes to it.
13. Students must stay in groups of at least three when off campus.
14. During sorties, expeditions and trips organized by the school, teachers' instructions must be followed.
15. Instructions as to the procedure to be followed in case of fire are given every term. Teachers' instructions must be followed; if they are not respected, the student concerned will appear before a disciplinary council.
16. Firearms or imitation firearms, offensive weapons or personal defence devices are prohibited on campus.
17. Students may not enter science laboratories unless accompanied by a science teacher.
18. Students may not use the swimming pool unless supervised by a teacher. All users must first use the footbath and shower.
19. All individuals' right to privacy must be maintained, and no one may be filmed without their knowledge, and if they are central interest of the filming, without having first given their permission.

### C-3 Dress Code

The Rosey Dress Code distinguishes between different times of the day and activities, and prepares Roséens for the different expectations of dress in adult life. Certain norms apply at all times. They are:

**Boys** should be clean-shaven; they should have clean and well-groomed hair (not dyed) neither long nor less than one centimetre long; they may not wear earrings or have any kind of piercing or visible tattoos.

**Girls** should not have untidy hair; they should not have visible tattoos or body piercing (except for earrings); they should not wear valuable jewellery, watches and accessories; Cadettes and Juniors should not wear make-up; older girls should not wear highly visible make-up.

### The Dress Code varies according to the time of day:

1. The Dress Code for formal school events (such as fêtes conferences etc.) and most off-campus visits is "school uniform". For boys a navy blue blazer (white for Committee members and class T) with the Rosey badge, white shirt, school tie, grey trousers and black shoes; for girls a navy blue blazer (white for Committee members) with the Rosey brooch, white uniform dress, school scarf, sandals or town shoes
2. The Dress Code for dinner is "formal", with boys wearing a shirt, tie and jacket and girls a blouse and jacket.
3. The Dress Code outside the academic block and dinner is "casual" or sports wear. As well as dressing appropriately for sports activities, students should still dress in clean and non-provocative clothing, but rules regarding t-shirts, etc. are dropped.
4. The Dress Code during the Academic Block (from 8.00am to 3.30pm) is "comfortable and correct" with students wearing clean, casual clothing, showing a respect for the essential business of academic study (see below). Teachers will sanction students if the dress code is not respected. Details are as follows:
  - a. Boys should wear:
    - long trousers or traditional jeans neither faded, fringed nor torn
    - a shirt tucked into the trousers, or a polo shirt and a pullover or jacket if necessary.
  - b. Boys may not wear:
    - leather coats, denim jackets
    - t-shirts, caps, sports shoes, sports-wear or "hoodies".

c. Girls should wear:

- long trousers (traditional jeans included) neither faded, fringed nor torn, or a reasonably long skirt or dress
- a blouse, polo shirt or top covering both midriff and shoulders
- shoes without very high heels.

d. Girls may not wear:

- revealing, transparent or provocative clothes (low necklines, bare midriffs, visible underwear, bare shoulders.)
- sports wear outside time devoted to sport
- hoodies
- t-shirts (i.e. with pictures, large logos, wording, etc).

#### C4- Manners

1. Table manners are dictated by Swiss custom. One eats with a straight back and with the hands, but not the elbows, on the table. One eats by lifting the food to the mouth and not by moving the head closer to the plate. Everyone sits at a place indicated by his napkin and cannot change without permission. It is expected that pupils stand when an adult arrives at the table. Nobody may leave the dining room before the director in duty has risen to signal the end of the meal. The *Maître d'hôtel* draws up the service rota which all the pupils must follow without the possibility of replacement.
2. The relationship between adults and pupils is based on classical standards of politeness. Pupils should stand when adults enter a room, and they should stand aside to let them pass; pupils should not speak with their hands in their pockets or without removing headwear. Pupils must stand if the adult they are conversing with is also standing. Vocabulary must be free from swear words.
3. Manners on campus should be marked by courtesy: one greets people politely in the morning; doors should be held open for the person following; one avoids vulgar language; toilets are left clean. Visitors to the school should be welcomed with courtesy and warmth, and, if necessary, taken to the reception.

#### C-5 Weekends, *Sorties* and Holidays

1. All weekend invitations must use the official form designed for that purpose, and which can be downloaded from the Rosey website. It must reach the boarding director concerned by email or via the online form before Thursday evening. The invitation must respect the study group rules (see E-2).
2. The person making the invitation must collect the child(ren) concerned from campus. Following personal contact, the boarding directors may waive this rule in the case, for example, of a student whose family lives too far away.
3. The boarding directors have the right to refuse an invitation given by a parent for a child other than his or her own. If accepted, the agreement of the parents of the child(ren) invited is obligatory. No more than two pupils can be invited by the same family.
4. The weekend begins at 12.00 on Saturday. Students whose Study Group status (see E-2) allows them to leave campus on Friday cannot do so before 6.15 p.m.
5. If a student returns from a weekend off campus in a state of tiredness which clearly affects his/her ability to work, teachers will report this to the *doyen* concerned who may block them on campus following weekend.
6. On certain weekends the students' presence at Le Rosey is obligatory (in particular for exams, expeditions, *défis*, balls or official events) and no weekend invitations are allowed.
7. Individual seniors' weekends may be blocked for academic reasons (falling behind in work, extended essays, college applications, "mock" examinations, etc.) on the initiative of the *doyen* in consultation with the Guidance Counsellor and the Class Tutor.
8. Pupils may be subject to a sanction which either delays or prevents their weekend departure. It is their responsibility to warn their parents immediately of any such eventuality. Boarding House Directors cannot be held responsible if parents are not informed in due time by their children.

9. With the permission of their Director of Boarding, Juniors and Cadets whose parents live close to the school may spend Wednesday and Sunday evening and night at home. This status of “local boarder” does not exist for those in class 3 and above.
10. Students whose parents are visiting Switzerland may be allowed to dine with them during the week. They may invite one other student to accompany them during the week and up to three at the weekend.
11. All campus departures must respect the school calendar and be clearly communicated to the Director of Boarding. If plane schedules make it impossible to respect the stipulated date and time of return, the student is welcome to come the day before. Any exception to the times of weekend or holiday departures and arrivals must be approved by the Director of Boarding. If the absence includes class time, the *doyen* concerned must also give his or her permission. As well as incurring a day of restriction for each day absent, an unauthorised absence will be recorded on the school report. Repeated absences may call into question the award of the Rosey Diploma and may affect university recommendations. Return from holidays and/or weekends must be direct from the airport to Le Rosey. It is forbidden to make a detour via Geneva.
12. All passports and ID cards which a student may carry must be handed in to the Directors of Boarding who will keep them in a safe place. Students may never keep their passports on their return to campus.
13. Roséens may participate in their religious celebrations. Le Rosey has no religious affiliations, so major feast days and ceremonies may only be observed with the agreement of the General Direction of the school on condition that they do not disturb regular school life and discipline

### C-6 Division into Sections

Section	Rules common to each section These may be modified by Study group conditions	Class	Rules common to each class These may be modified by Study Group conditions
Seniors Classes 1 and T	<ul style="list-style-type: none"> <li>• Study periods during day free on campus.</li> <li>• Study hall before dinner in room.</li> <li>• Evening study hall from 8.30pm to 10.30pm in rooms.</li> <li>• Saturday or Sunday <i>sorties</i> beginning before lunchtime if a request is made to the Director in charge the day before. Check-out is at 12.00 and check-in is at 7.00pm.</li> <li>• A minimum of 15 hours of personal study time per week to be checked by the Head of House and Class Tutor.</li> </ul>	Class T	<ul style="list-style-type: none"> <li>• One weekend per month free without special invitation, as long as parents have given prior consent.</li> <li>• Flexible lights-out time on condition that student is quiet in his or her room after 11.00pm.</li> <li>• Dinner-<i>sorties</i> from 7.30pm to 8.30pm with the Head of House's permission.</li> <li>• Dinner-<i>sorties</i> from 7.30pm to 10.30pm on Friday or Saturday evening with the Head of House's permission.</li> <li>• 120 CHF weekly pocket money.</li> </ul>
		Class 1	<ul style="list-style-type: none"> <li>• Dinner-<i>sorties</i> on Saturday, with return at 9.30pm.</li> <li>• Lights out at 11.00pm. • 100 CHF weekly pocket money.</li> </ul>
Jeunes Seniors Classes 2 and 3	<ul style="list-style-type: none"> <li>• Up to 4 daytime PSTs during week unsupervised on campus (as established by <i>doyen</i> and tutor).</li> <li>• Evening study hall from 8.30pm to 10.00pm in rooms.</li> <li>• Authorized to leave Rolle (to Morges or Nyon) on Wednesday <i>sorties</i>.</li> </ul>	Class 2	<ul style="list-style-type: none"> <li>• Study hall before dinner in room.</li> <li>• <i>Sorties</i> beginning before lunch at the weekend</li> <li>• Check-in at 7.00pm.</li> <li>• Lights out at 10.30pm.</li> <li>• 80 CHF weekly pocket money.</li> </ul>
		Class 3	<ul style="list-style-type: none"> <li>• Study hall before dinner in classroom.</li> <li>• Lights out at 10.15pm.</li> <li>• 60 CHF weekly pocket money.</li> </ul>



## C-6 Division into Sections (suite)

Section	Rules common to each section These may be modified by Study group conditions	Class	Rules common to each class These may be modified by Study Group conditions
Cadets  Classes 4 and 5	<ul style="list-style-type: none"> <li>Supervised PSTs during day in library.</li> <li>Study hall before dinner in designated study room</li> <li>Study hall or activity in the evening from 8.00pm to 9.00pm.</li> <li>Lights out at 9.30pm.</li> <li><i>Sorties</i> with family beginning before lunch on Saturday and Sunday; parents pick up pupils personally at midday; invitations must reach the Boarding House Directors by midday a day before. Check-in at 7.00pm</li> <li>Weekends from Friday evening.</li> <li><i>Sorties</i> to Rolle on Wednesday until 6.00pm.</li> </ul>	Class 4	<ul style="list-style-type: none"> <li>50 CHF weekly pocket money.</li> </ul>
		Class 5	<ul style="list-style-type: none"> <li>40 CHF weekly pocket money.</li> </ul>

# D. Sanctions

All punishments given to pupils must be justified. Upon request, a student should be given necessary explanations regarding the reasons for a sanction. Punishments given out to a group of students must be agreed by a Director of Boarding or studies.

## D-1 Minor Sanctions

Type of punishment	Usual reason	Sanction
<i>Mise en forme</i> *	Lack of order and discipline in house	Physical fitness exercises or lengths of pool (early morning or midday)
<i>Superfitness</i>	Missing a <i>mise en forme</i>	Lapping the athletics track for 30 minutes
<i>Tenue formelle</i> *	Failure to respect the dress code	One week wearing jacket, grey trousers and tie (dress for girls)
<i>Petit boulot</i>	Complement of the first two	Wednesday or Saturday afternoon community service

## D-2 La Consigne

One or two hours' homework given by the teacher for lack of discipline in class (lateness, chatting, homework not handed in on time...) to be done in class on Wednesday or Saturday afternoon. The work is set by the teacher concerned, marked and handed back to the pupil. The *consigne* is considered as a minor sanction unless given for unauthorized absence from class.

## D-3 Confiscation

If a student is seen to be using his or her phone, computer, etc. inappropriately during the academic block or study hall, it may be confiscated by any teacher and handed to the appropriate Director of Boarding who will inform the student of when it will be returned.



#### **D-4 Weekend or Wednesday afternoon Blocking**

A weekend blocking signifies that a student may not leave the campus at the weekend (or on a Wednesday afternoon). A blocking is usually the result of the failure to complete or hand in academic work.

#### **D-5 Absence from class or from an obligatory activity**

Following an absence, the student receives an email; he/she must provide a valid reason for absence within 24 hours to the appropriate person (administrative assistant, Head of Sports or Arts, boarding house Director) to avoid an automatic sanction.

A second absence is punished by a half-restriction and the third by a restriction. On the fourth absence, the parents are warned and two restrictions are given. After this, an Academic Council is convened. This sum of absences is put back to zero in September but an electronic record of all absences is kept; it is taken into consideration for all evaluations (graduation diploma, references, university recommendations, etc.).

#### **D-6 Restrictions**

Given by a director or *doyen*, a half-restriction entails the suspension of all sorties and privileges for a Saturday or Sunday as decided by the Director of Boarding; a full restriction applies to the whole weekend. Students over the age of 16 discovered smoking receive a restriction; if they are caught a second time, they receive two restrictions, and a third time three restrictions. Any further infractions lead to a *conseil de discipline*.

#### **D-7 Academic Council**

At the request of the Class Tutor, the Head of House, the Guidance Counsellor or the *doyen*, an Academic Council is convened when a student falls repeatedly below academic expectations or is in serious academic difficulty. The Council assembles the above as well as any teachers concerned. It makes a complete review of the pupil's situation, gives advice, and may impose sanctions. An official letter is sent to the parents.

#### **D-8 Disciplinary Review**

In the event of disciplinary concerns, the student is called to appear before the Headmaster and other senior members of staff. The meeting will clarify school expectations and advise the student of the behaviour and attitude required in the form of targets and deadlines.

#### **D-9 Disciplinary Council**

Convened in the event of serious indiscipline, the Council comprises the Directeur Général, Directors concerned (Study and Boarding), the Head of House, the Class Tutor, the Guidance Counsellor, any other teacher concerned, and Students' Committee representatives. The Council listens to the student's explanations as well as those of all attending before coming to a decision. The Council decides on one of the following sanctions in order of gravity: a warning and weekend restrictions; a three-day suspension (which may be carried out at Le Rosey, including at the beginning of holidays); a longer suspension (minimum of one week) or expulsion. Parents are always immediately informed in writing of the decision.

\* These sanctions are not included in the calculation for study groups

# E. Timetable and Academic organization

## E-1 Three principles govern the timetable:

Priority is given to academic work.

Sufficient time, which can always be increased, is set for private study.

Every day, time is dedicated to arts and sports.

Time	Monday, Tues., Thursday, Friday	Wednesday	Saturday
07.00-07.55	Wake up, washing, room order, Compulsory breakfast		
08.00-15.30	Academic block		The Saturday timetable varies according to the activity programme
08.00-08.40	1 <sup>st</sup> period		
08.40-09.20	2 <sup>nd</sup> period		
09.20-10.00	3 <sup>rd</sup> period		8.30 wake up
10.00-10.20	Break		9.00 breakfast
10.20-11.00	4 <sup>th</sup> period		Morning of written work & study (Cl.T / 1 and, as announced, Cl. t and 1)
11.00-11.40	5 <sup>th</sup> period		
11.40-12.20	6 <sup>th</sup> period (Monday: general assembly)		10.00-11.30 activities
12.30-13.30	Lunch		
13.30-14.10	7 <sup>th</sup> period		See weekend activities
14.10-14.50	8 <sup>th</sup> period		
14.50-15.30	9 <sup>th</sup> period		
15.30-16.00	Free time - tea	"Sorties". Taxis to and from Rolle forbidden *Check-in at 6.00pm	
16.00-19.20	Sports-arts-tech-study block		<b>Sunday</b>
19.30-20.00	Dinner		Dinner at 7.05
20.00-20.15	Free time		
20.15	Evening Study or activities		

\* It is forbidden to use taxis to ride into Rolle; there are transport arrangements for the return to campus.

## Priority is given to academics, and is underlined by the following points:

- except in case of illness certified by a school nurse, absences from class may only be authorized by the *doyen* (such as sports events, field trip, "Honour Day off", etc.); all other activities giving rise to absence from class figure on the calendar
- only two evenings per week (Monday to Friday included) without study are permitted (see also privileges and restrictions linked to study groups).
- class Tutors follow closely the academic sporting, artistic and personal life of students. They work with the Heads of House and with them have an overall view of pupils' activities. Heads of House check their agendas once a week (to ensure a balance of activities and the maintenance of the agenda), and they authorize or refuse participation in evening activities for the following week accordingly. Class Tutors summarize participation in activities on a termly basis.


## E-2 System of Grades, Reporting and Promotion

1. The academic year is divided into three terms with the first and third terms containing two *vingtaines* (periods of 5-6 weeks). Academic grades are reported numerically at the end of each term. At the end of the *vingtaines* in October and May a progress report with comments but without grades is issued. Both *vingtaine* progress and termly graded reports are mailed to parents and can be consulted on the parents' website.
2. There are two sessions of examinations: at Christmas and at the end of year. Exam results appear on the termly report and help to establish the overall average of the student.
3. The evaluation of academic work is based on the results of tests, written work, oral presentations, projects, etc. The marks are not negotiable with the teachers. They reflect the value of the work produced out of 7 according to the following scale\*:
  - Excellent= 7 • Very good= 6 • Good= 5 • Acceptable= 4 • Insufficient= 3 • Poor= 2 • Very poor= 1
  - Cheating or work not handed in on time = 0

\*In French Baccalaureate (FB) classes, in accordance with the French national system, marks are given out of 20.
4. Each termly report also recognizes and records two levels of distinction, "Highest Achievement" and "Honour", which if maintained, will be recognized in the prize-giving ceremony in June. "Highest Achievement" students are those with an average of 6.3 (or 15/20 in the FB) or above. "Honour" students are those with an average of 5.8 (FB: 13/20) or above.
5. All reports include subject teachers' comments, tutors' comments regarding the student's contribution to school life and activities as well as a summary of progress from the Class Tutor. These are complemented by comments from the *doyen* and, where appropriate, a remark from the Headmaster.
6. Promotion to the following year depends on the student obtaining an average grade of 4 (FB: 10); if promotion is not immediately accorded, the Teachers' Council and the *doyen* will decide whether:
  - promotion is conditional on studies carried out over the summer followed by exams in September
  - promotion is conditional on obtaining pass marks in September exams
  - the pupil should repeat a class (this may happen only once throughout a student's time at Le Rosey)
  - the pupil should not be re-admitted to Le Rosey at the beginning of the next academic year.
7. The normal rules for promotion do not apply to those finishing Class 2 and beginning the IB or French baccalaureate programme where the final decision is based on the student's choices and their ability to find an appropriate programme of studies based on the particular requirements of the two-year IB or FB diploma course.

## E3 Effort, Attitude and Approach to School Life: Eagle Groups

1. Every *vingtaine* (approximately 5-6 weeks), pupils are placed in one of five Eagle Groups according to their approach to learning and school life, attitude and effort. All Rosey Group attributions may be modified by the *doyen* on the advice of the Teachers' Council, and they are subject to immediate change if a student receives a major punishment. A student making a notable contribution to school life may be promoted to a higher group.
2. In every *vingtaine* and termly report, students are graded in each academic subject from 1 to 5 in the following areas: **General Attitude, 2. Learning Skills, 3. Organization, 4. Respect for Others, 5. Initiative and Courage**. The detailed rubrics on which these grades are based allow students to see how they can improve and lay great stress on the importance of commitment.
3. The same criteria are adjusted to grade students' attitude in the boarding house, towards sport, the arts and extra-curricular activities. The relative weight and time accorded to sports, arts and activities is determined by the student's choice of one of three "Passports" at the beginning of the term (see E-8).
4. The approach to learning and school life grades are converted to a summative descriptor which determines the Rosey group and its associated privileges according to a scale published by the General Direction. At the beginning of the year, the following scale is used: • 92%: **PRIVILEGE** 🦅🦅🦅 • 85%: **PRIVILEGE** 🦅🦅 • 77%: **PRIVILEGE** 🦅 • 60%: **PASSABLE** • <60%: **UNSATISFACTORY**

Eagle Group	Conditions	Privileges
<p><b>PRIVILEGE</b>  </p> <p><b>An offer of autonomy.</b> This group recognizes those students who are outstanding in their attitude and effort in academics, sports, and life on campus:</p>	<ul style="list-style-type: none"> <li>• An overall grade at least in the top 15%</li> <li>• No unauthorized absences.</li> <li>• No half-restrictions, restrictions or suspensions in the <i>vingtaine</i>.</li> <li>• Academic average in termly report of 5.8 or 13/20</li> </ul>	<p>All PRIVILEGE   privileges, plus:</p> <ul style="list-style-type: none"> <li>• Priority in selection for the <i>Voyages Honneur</i></li> <li>• A lunch with the Director General or Headmaster.</li> <li>• one day of exceptional leave per <i>vingtaine</i> (the “Honour Day”) with the agreement of the Class Tutor, <i>Chef de maison</i> and <i>doyen</i> *</li> </ul>
<p><b>PRIVILEGE</b> </p> <p><b>To promote autonomy.</b> This group recognizes those students who have an excellent record in their attitude and effort in academics, sports, and life on campus:</p>	<ul style="list-style-type: none"> <li>• An overall grade at least in the top 40%</li> <li>• No unauthorized absences.</li> <li>• No half-restrictions, restrictions or suspensions in the <i>vingtaine</i>.</li> <li>• Admission to this group may be refused by the <i>doyen</i> if teachers deem that academic results are below expectations</li> </ul>	<ul style="list-style-type: none"> <li>• Special treatment of personal requests for leave of absence.</li> <li>• Weekend departure from Friday evening (from 6.15 p.m.)</li> <li>• Greater flexibility on the number of <i>sorties</i> or evenings without study hall.</li> <li>• Study hall in room.</li> <li>• Possibility of dinner-<i>sorties</i> accompanied by an adult from 7.30pm to 9.00pm during the week.</li> <li>• Priority in room choice if possible.</li> <li>• Invitation to participate in <i>Voyages Honneur</i> (if academic results permit)</li> </ul>
<p><b>PRIVILEGE</b> </p> <p><b>Effort rewarded</b> This group recognizes those students who have a very good record in their attitude and effort in academics, sports, and life on campus.</p>	<ul style="list-style-type: none"> <li>• An overall grade at least in the top 60%</li> <li>• No unauthorized absences.</li> <li>• No half-restrictions, restrictions or suspensions in the <i>vingtaine</i>.</li> </ul>	<ul style="list-style-type: none"> <li>• Weekend departure from Friday evening (from 6.15 p.m.) or optional study hall on Friday evening.</li> <li>• Priority in choice of room if possible.</li> </ul>
<p><b>PASSABLE:</b> to stimulate greater effort. Group indicating a no more than acceptable attitude and approach</p>	<ul style="list-style-type: none"> <li>• An overall attitude effort grade of 60% or more</li> </ul>	<ul style="list-style-type: none"> <li>• No particular privilege.</li> </ul>
<p><b>UNSATISFACTORY:</b> To advise and encourage</p> <ul style="list-style-type: none"> <li>• Group indicating attitude and approach below what is required</li> <li>• Danger of failing the year</li> </ul>	<ul style="list-style-type: none"> <li>• The requirements of none of the three other groups have been satisfied.</li> </ul>	<ul style="list-style-type: none"> <li>• No privileges allowed, including those of the committee.</li> <li>• Study hall every night in all sections. **</li> <li>• Presence in library during free periods and in class for study hall before dinner for <i>Jeunes Seniors</i>.</li> <li>• Guided evening study hall for <i>Cadets</i>. **</li> <li>• Weekends only with the family. ***</li> </ul>

\* Cadets may only take their Honour Day in the company of their parents; the Honour Day cannot be taken by any student who has missed five days of school in the *vingtaine* for whatever reason.

\*\* The Head of House may decide to allow one evening activity.

\*\*\* According to the Teachers’ Council decision, which may restrict the number of weekends allowed. Cadets – whatever their Study Group – may be on weekend with their parents from 6.00 p.m. on Friday onwards.

## E-4 English-French Bilingualism

1. Le Rosey is an English-French bilingual school whose aim is to produce students with a mastery of both languages. This involves a commitment to learning and communicating in both English and French.
2. To recognize and encourage English-French Bilingualism, all students are able to take classes in both languages and are normally expected to follow an official Bilingual programme. Students in class 2 can be awarded a Bilingual Diploma.
3. To be considered as following a Bilingual programme (and to have it indicated as such on the *bulletin*), students must:
  - In classes 6, 5 and 4: study at least two subjects (from Maths, Sciences, History and Geography) in their L2
  - In Class 3: study at least two subjects (from Maths, Sciences, Humanities and Arts) in their L2
  - In Class 2: study at least two subjects (from Maths, Sciences, Humanities and Arts) in their L2 or follow both English and French at mother tongue level and at least one subject in each of the two languages.
4. To obtain a Pre-Bac Bilingual Diploma at the end of Class 2, students must:
  - Follow a bilingual programme at least in class 2
  - Have obtained an annual grade of at least 4 in the L2 subjects
  - Have participated in at least two special events or regular extra-curricular activities in the L2 in class 2 and in class 3
  - The diploma will include a “cum laude” classification for those students who have shown particular effort and a noteworthy ease in the two languages. The decision to award “cum laude” is taken by the *doyen* and will be based on elements such as DELF, the nature of the bilingual programme and overall grades.

## E-5 Academic Honesty

1. Academic honesty is a fundamental part of a student’s respect for the Codes and the values they embody. In senior classes students are required to sign an Academic Honesty statement and in all year groups they are given definitions of academic malpractice as well as guidance on how to ensure that their academic work meets accepted norms of academic honesty.
2. Although the school policy is to discourage academic malpractice, a clear set of sanctions is in place. These are as follows:

Type of malpractice	Sanction
Allowing other students to copy one’s work.	<p>A grade of “0” for the work, which must be included in termly grade calculations.</p> <p>A reflection of the malpractice in the appropriate attitude-effort grades (e.g. Homework, respect, etc.) with normally no more than 1 point in Learning Skills and Respect.</p> <p><i>A consigne.</i></p>
Fabrication or falsification of data.	
Collusion, where a piece of work prepared by more than one person is represented as if it were the student’s own.	
Duplication of the same or almost identical work for more than one course.	
Copying or paraphrasing a paper from a source text without appropriate acknowledgement (perhaps using translation programmes)	<p>The teacher will consult with <i>doyen</i>. Together they will decide on the appropriate sanctions. These will normally include at least:</p> <ul style="list-style-type: none"> <li>- A grade of “0” for the work, which must be included in termly grade calculations.</li> <li>- A reflection of the malpractice in the appropriate attitude-effort grades with normally no more than 1 point in all attitude and effort grades.</li> <li>- <i>A consigne.</i></li> <li>- A record of the case by the <i>doyen</i> in the following report.</li> <li>- A change in the Rosey group immediately or in the next marking period.</li> <li>- If in an examination, the “0” will be included on the official transcript sent to universities.</li> </ul>
Cheating in a test or examination (i.e. using prohibited materials or copying from another student).	

Type of malpractice	Sanction
Submission of another student's work as one's own, with or without that student's knowledge or consent	The teacher will consult with <i>doyen</i> . Together they will decide on the appropriate sanctions. These will normally include at least: <ul style="list-style-type: none"> <li>- A grade of "0" for the work, which must be included in termly grade calculations.</li> <li>- A reflection of the malpractice in the appropriate attitude-effort grades with normally no more than 1 point in all attitude and effort grades.</li> </ul>
Commission or use of work by the student which is not his or her own and representing it as if it were (i.e. ghost writing)	<ul style="list-style-type: none"> <li>- A <i>consigne</i>.</li> <li>- A record of the case by the <i>doyen</i> in the following report.</li> <li>- A change in the Rosey group immediately or in the next marking period.</li> <li>- If in an examination, the "0" will be included on the official transcript sent to universities.</li> </ul>

- Depending on the extent and circumstances a conseil de discipline may be called and more serious sanctions imposed in all cases. This is automatic if the malpractice is part of the preparation of IB coursework or TPE.
- If the malpractice is detected in work handed in (internally) as a final version of an IB component, this may also result in the work not being submitted by the school. The student would therefore automatically forfeit the IB diploma. If the malpractice is particularly serious, the school may decide to contact the universities or colleges to which the student has applied.

## E-6 Academic Ambition

- Academic ambition is recognized and rewarded:
  - through the Eagle Group system
  - by an invitation to join the "Excellence Challenge"
  - preference in invitation to participate in Honour Trips.
- The Excellence Challenge is open to all Honour students in classes t, 1 and 2. It provides increased and targeted support for those students with the desire to excel or who have the potential to be admitted to the most selective colleges and universities. The Excellence Challenge requires increased personal focus and commitment and involves a personal "contract" and undertaking; it offers students:
  - tutorial help, special classes and themed courses
  - special meetings with visitors
  - activities and outings aimed at increasing general knowledge and culture
  - nourishing contacts with alumni who have attended and been successful at the most competitive universities
  - special recognition in reports and references
  - termly dinners with the Headmaster, counsellors and senior staff.
- Students with 2 or 3 Eagles and with an average of 5.7 or above are invited to participate in "Eagle Trips". These trips have a strong educational and thematic focus, and destinations have included Silicon Valley and Kenya as well as sailing trips. The principal objectives are to reward, in an exceptional way, those students who put particular effort into their academic work and, secondly, to experiment with teaching approaches, involving:
  - the use of several academic disciplines (History, Philosophy, Economics & Politics, Theology, Geo-politics) all brought together under a particular theme
  - a mix of students from class 5 to class 1, working and living together for a few days
  - different approaches to the theme: lessons, discussion, visits, expert presentations
  - a "moving" classroom – on a boat, in a coach, in a garden, surrounded by ancient ruins, on the side of a mountain.

Relatively few places are available and preference is given to Excellence Challenge and Highest Achievement students.

### **E-7 Academic Block: 8.00am to 3.30pm.**

1. Teachers check attendance for every class and note absences (through the Intranet), justified or not.
2. Classes begin on time; late arrivals are sanctioned directly by the teacher. Classes finish when the bell rings; teacher and students will leave the classroom in an appropriate state. If the teacher arrives late for any reason, students should wait for a minimum of ten minutes before assuming that he or she is absent.
3. Any pupil sent out of class must return before the end of the period with a note signed by a Director. Being sent out always counts as an unjustified absence.
4. Homework should be completed in study hall and should be handed in on the day indicated by the teacher; it will be marked, corrected and returned to the pupil as soon as possible. Tests are carried out in class and are limited to two a day.
5. So as to avoid an accumulation of work and deadlines, the doyens establish and regularly update a calendar identifying all those events which have an impact on academic work. They also publish a test and homework schedule so as to ensure that there are no more than two tests per day and to help students plan their time.
6. Food and drink are not allowed in class.
7. Mobile phones (teachers' as well as students') should be switched off or in silent mode in class. Students should not consult theirs without the teacher's permission.
8. Students have access to an electronic agenda on the Intranet where teachers note homework or prep electronically under "devoirs" or *Managebac*: this is regularly checked by the Tutor.
9. When *Cadets* do not have a lesson, they are not allowed to return to their rooms unless in the 3 Eagle group.

### **E-8 The Sports-Arts-Tech-Study (ACTIS) Block: 4.00pm to 7.20pm.**

1. All students participate in a programme of Sports, Arts, Activities and Service Learning. The minimum requirements are:
  - a. Three periods of sport every week
  - b. At least one creative or artistic activity
  - c. One *défi* per term
  - d. From class 1 onwards a humanitarian or environmental trip or project of some significance
  - e. Attendance at the first concert of the season; two cultural events (defined as such by the direction) in the first and third terms; other events made obligatory as part of their educational programme.

*N.B. Activities or events may also take place at lunchtime, the weekends or after dinner.*

2. According to their wishes and preferences, students may decide to concentrate on a particular area as defined by a Sport or Arts-Activities-Service Learning (ACTIS) "Passport", which encourages them to prioritize and to focus on a particular area of school life. (Minimum requirements beyond those in 1 apply)
3. Involvement, attitude and effort in each area of the programme are assessed each marking period and the evaluation taken into account in the establishment of Eagle groups.

### **E-9 Time after Dinner: private study, tutoring, rehearsals: from 8.15pm.**

1. At the beginning of each term, the Headmaster establishes a list of activities which may take the place of study hall; all pupils not involved in one of these activities must attend study hall.
2. The boys in classes 5, 4 and 3 not in the 3 Eagle groups attend supervised study.



3. Every Thursday evening, Heads of House receive requests, and accept or refuse pupils' participation in activities to replace study hall. If necessary, they communicate their requirements to the Heads of House on a weekly basis.
4. On Friday evenings, group sorties with a teacher (or, in the case of Cadets, with a Committee member) and activities organized by the *Comité* are permitted. Check-in is at 11.00pm (10.00 for Cadets or 10.30 for local Jeune Senior *sorties*). All other students attend supervised study hall.
5. Cadets in Unsatisfactory group or those with no study before dinner and with academic work are required to do study hall; others, if their work is finished, have a choice of activities four evenings per week. Fifteen minutes before *coucher*, all electronic devices must be placed in the special trolleys provided. Pupils are encouraged to read until lights out.
6. No sortie or activity is programmed to coincide with official events at the Rosey Concert Hall.

## F. Computers and Internet use

1. An Apple laptop computer is required for academic work from Class 6 onwards. It is the responsibility of each student to back up his or her data and Le Rosey cannot be responsible for the loss of any data or files.
2. Students are asked to exercise caution when connecting to social networks and they undertake never to post information which could harm or distress anyone or which would allow their whereabouts to be determined.
3. The use of all connected devices on the campus follows the rules set out below. The failure to respect them will lead to immediate confiscation for 24 hours, 48 hours or a week for the first three infringements. Thereafter, a disciplinary review will determine the appropriate sanction.
  - “free access” does not mean access to anything: filtering software prevents access to materials that are violent, racist or pornographic. No Roséen will consult, download or print material from such sites; if this rule is broken, his or her laptop will be confiscated and its user may be permanently denied Internet access
  - users must refrain from acts such as hacking, opening of an offensive blog, diversion of Internet site or image, personal attacks, damage to Le Rosey’s reputation, and any act that damages or wastes technology resources or prevents others from using them. Le Rosey reserves the right to confiscate computers and examine files should there be evidence or strong indications of improper use of technology
  - users must maintain confidentiality of student information; they must not access another person’s individual account or files without prior consent. The person in whose name an account is issued is responsible at all times for its proper use
  - all telephones should be declared and their numbers given to the Directors of Boarding; any undeclared phone will be confiscated for at least a week
  - no games should be played during study hall or a lesson
  - no screens are allowed during a test or exam without the express permission of the teacher concerned
  - the sports fields and dining rooms are tech-free zones
  - Le Rosey reserves the right to carry out random IT checks to ensure that students are using their computers appropriately.

The appropriate use of screen-based technology is learned gradually over the course of adolescence. As Roséens gain in autonomy as they mature, different rules apply to different classes. If these are abused by older students, they will lead to the application of rules intended for younger pupils.

### Classes 5 to 3:

- Phones remain in students’ rooms during the day
- All devices that can be connected to the Internet should be left in a special charging trolley 30 to 15 minutes before *coucher*.

## Classes 2 to t/T

- Pupils may use phones and all connected devices between classes
- No earphones or airpods may be used during the academic block except during study time (PST/SPST)
- Telephones should not be visible or heard at table and during conversations with adults
- Telephones are left on silent mode in a basket upon entry into class
- Computer or phone games are not allowed during the academic block
- Students are encouraged to leave all connectable devices in a charging trolley during the night
- In specific cases (health, indiscipline, etc.) the Head of House may require this.

Teachers follow the same rules as students as far as non-professional use of technology is concerned.

# G. Class terminal

## Students in class terminal should:

- be a positive example to all Roséens
- complete their university applications with care and independently
- hand in required coursework promptly (Extended Essays, projects, etc.)
- prepare properly for their baccalaureate exams at the end of the academic year.

These requirements are assessed every *vingtaine* by the Headmaster, IB coordinator and teachers; if they are not being met, class t privileges and the possibility of being invited on weekend will be suspended for a week, a month, a term or permanently.

### 1. Class terminal has the following privileges:

- one free weekend per month, without invitation but with previous parental agreement
- a midnight *coucher* for study, on condition that the pupil remains quietly in his/her own room after 11.00pm
- *sorties-dîner* from 7.30pm to 8.30pm during the week, with permission from the Head of House
- *sorties-dîner* from 7.30pm to 10.30pm on Fridays (Rolle only) and Saturdays, with permission from the Head of House
- *sorties* from 12.45pm until midnight on Saturdays in Gstaad.

2. Saturday mornings are set aside for ACT tests, SATs, TOEFL, supervised assigned work, work on University applications (in first term), and special IB or BF requirements.

3. Class t IB students finish their school year at the beginning of June; at this point they have two alternatives:

- they may remain at Le Rosey to undertake certain tasks and are therefore subject to the school timetable and disciplinary codes
- they may leave Le Rosey; in this case they must pack their suitcases, prepare all necessary paperwork for their trunks to be sent on, and tidy and empty their rooms. In this case, they are no longer permitted to sleep and board at Le Rosey.

4. Class I and T French Bac students have a revision period approximately a week before the official *baccalauréat* exams. They remain on campus and work with their teachers. During the exam period they remain under the school's responsibility and are subject to its rules.

5. The Le Rosey Diploma is awarded to class terminal students on Graduation Day. It must be deserved: if a Roséen ceases to be eligible for the diploma because of a lack of effort or a poor disciplinary record, or suspension of privileges, he or she will be informed by the Headmaster and will be advised of the conduct required to be once again worthy of it.

6. All class terminal pupils must be present at the *Fête de fin d'année*, in uniform, to receive their diplomas and alumni ties and scarves. Pupils not present at the graduation will not receive their diplomas.

# H. Parents' Responsibilities

Common sense tells us that Le Rosey cannot modify its educational approach to fit those of all the families who have entrusted their children to the school; it is these families, who have chosen Le Rosey, with its disciplinary principles and values, who must adapt.

We are aware that this is not always easy – nor is it always welcome – but if the Rosey experience is to be successful, much will depend on the collaboration between parents and school: how can we expect students to respect rules to which their parents accord little attention or importance?

In consequence, we offer a number of friendly suggestions.

- **It can be very useful to read the Codes and discuss them with your children.** Le Rosey's values and disciplinary principles will be better understood and respected if they have been approved and adopted by parents. Respect for the Codes is essential for community life and safety at Le Rosey.
- **We know how difficult it is for parents to accept the concept of "One Rule for All".** It is nevertheless essential for balance in community life and for creating a sense of equal treatment. Every "special request", such as a postponed sanction, an early weekend or holiday departure, appears innocuous: yet multiplied many times over by dozens of families, it makes community life impossible to manage.
- **Instantaneous communication** between parents scattered across the world and their children at Le Rosey represents enormous progress, allowing close family ties and a greater sense of security. There are, however, other, less manageable consequences: students can become less independent, they can take longer to settle in, a barrier between school and student can appear, and rapid emotional reactions can be encouraged.
- **Parents who do not give in to the pressure of their children** in the following three areas deserve special recognition:
  1. the "others" always have more than I do
  2. the "others" can come home when they want on Saturday evening at the weekend (if teachers' experience on Monday morning is anything to go by, there are those who have reasonable bedtimes and who are prepared for school, and others who are less so)
  3. others' parents are cool, never say "no" and have a great family atmosphere (in the short term, this is indeed cool: in the longer term, it can be catastrophic, leading to young people living without restraint and with no confidence in their parents.).