

SECONDARY SCHOOL INFO

ENTRANCE TO SCHOOL

I have to arrive at school on time before the bell rings between 8.00 and 8.05.

I have to enter the school in an orderly manner.

If I am late and arrive by 8.15, I will have to bring a note of parental justification the next day.

I can enter out of hours, with parental justification, but only when the lesson time changes (9.00 - 9.55 - 10.50 or 11.00 - 11.55 - 12.50) and for extended-time classes at 14.40.

If I often arrive late I will be reported to the Headmaster's office for disciplinary sanctions.

ATTENTION: If my absences are not for excused reasons and are more than 1/4 of the number of hours per year that I have chosen, I will not be able to be admitted to the next class or to the state exam. Chosen hours will be ordinary or extended time.

WHAT DO I DO AT THE END OF SCHOOL HOURS?

- I have to leave my classroom in order.
- I can leave my classroom only after the bell rings and with the teacher. I must exit in an orderly manner.
- If my parents have filled out the exit authorization form and allow me to go home alone, I can leave the school. Otherwise, I have to wait at the entrance for a parent to arrive.

CAN I USE MY CELL PHONE AT SCHOOL?

No, I CANNOT use cell phones or other similar devices except for well-defined authorized educational activities.

IF I AM ABSENT, HOW DO I RECOVER LESSONS AND TASKS?

If I have been absent for one or more days I have to consult the electronic register for the written and oral tasks that I have to carry out by my return.

PERMITS AND OUTSIDE OUT OF HOURS

At the beginning of the school year parents must fill out a form, with a maximum of three adult names, delegating who can pick me up from school. This may occur if I am unwell or I have to go for a medical examination or for therapy.

Remember to look often the Electronic Register at the school website:

www.icdanielauro.edu.it