

INTERNAL REGULATIONS INTEG BILINGUAL COLLEGE

TITLE I : ACQUISITION AND LOSS OF STUDENT IDENTITY

Article 1 : a child considered student to INTEG is any who was duly registered and having paid all his schooling fees

Article 2 : when a student is found guilty of a serious offense (theft, vandalism, assault, internal brawl or around the establishment, etc.), the disciplinary council may decide on his final exclusion. This decision is immediately notified to the Departmental Delegate with amplification to the Regional Delegate for secondary education.

Article 3 : any student excluded for indiscipline cannot claim reimbursement of tuition fees

TITLE II : START AND END OF LESSONS

Article 4 : the start of lessons is scheduled for 7:30 a.m. 7h 20 minutes marks the entry of students into the classroom

Article 5 : Classes are suspended at 10.00 a.m. and 11.55 a.m. to offer a break to the students. The end of the course is fixed at 15h 40 min

Article 6 : The student portal is closed at 7:30 a.m. and will not open until 3:40 p.m. The entry of teachers and visitors is strictly prohibited for students

Article 7 : communication takes place every Monday from 7:00 a.m. The presence of each student at the weekly communication is mandatory. For this purpose, each student must be present on this day from 6:30 am

TITLE III : STUDENTS 'ATTITUDE DURING THE ABSENCE OF A TEACHER

Article 8 : in the absence of the teacher, the students are placed under the responsibility of the area supervisors. These latter can delegate their authority to the class leader. Manual work is compulsory for all pupils

Article 9 : during lessons, students have the right to leave the premises for the following reasons:

- illness: the pupil goes to general surveillance and then possibly to the hospital
- convocation of an authority of the institute
- exclusion by a professor for notorious indiscipline (a detailed report form is then drawn up).

To be able to return to lessons, the student will have to subscribe to a badge to the head of the class and this after authorization from the teacher

Article 10 : Any student caught strolling outside the college after the gate has been closed will be referred to the disciplinary council

TITLE IV : SCHOOL WORK AND SANCTIONS

Article 11 : any student whose absence has not been justified during the course of a knowledge test will obtain a mark of zero (0) for the assessment concerned

Article 12 : any student absent from a course and whose absence has not been justified can only resume lessons after presentation of an entry ticket

Article 13 : any student who has recorded an unjustified number of absences ≥ 30 hours will be brought before the disciplinary council

Article 14 : Any student caught in a fraud situation during an evaluation will receive a zero (0) mark for the assessment concerned

TITLE V : SANCTIONS RELATING TO THE CONDUCT OF STUDENTS

Article 15 : The "punishment" takes place every Wednesday afternoon and Saturday morning. The teacher who assigns the punishment will be responsible for proposing specific work to be done

Article 16 : a student absent from the "punishment" will be subject to a layoff of two (02) days or brought to the disciplinary council. During this time, this student will receive a zero mark (0) for any evaluation that has taken place during the period of exclusion

Article 17 : absences must be justified to the general supervisor as soon as the student returns to the institute and not only at the end of the term.

Any student caught outside the establishment during school hours will be brought to the disciplinary council

Article 18 : any student in non-compliant clothing will be excluded from the institute for one day. He must present himself the next day in correct class clothes. This exclusion will appear on the grade report

Article 19 :

Class, sport and workshop uniform models are specified on the instructions report at the beginning of each schooling year

Article 20 :

Workshop uniform is to be worn inside the establishment

Article 21 : Wearing a hat, fancy glasses, wigs, jackets and pullovers over clothing will be strictly prohibited within the premises of the establishment.

Any cell phone found in the facility will be confiscated and returned only to the student's parent or guardian

Article 22 : the wearing of extravagant jewelry or in large numbers, the use of red and black lip makeup as well as any form of make-up, high-heeled shoes or sandals etc ... is also prohibited

Article 23 : The external appearance of the lips must be simple, decent and clean (well groomed, clean hair, shaved beard, simple braids and mats, no hair in the wind, no rasta).

Boys should have their hair cut short. The possession of a compromising object (knife or sharp or dangerous object) will be sanctioned by the report to the disciplinary council

TITLE VI : CONSERVATION AND CLEANLINESS OF PREMISES

Article 24 : the classroom must always be clean. To this end, the class head is responsible for establishing a cleaning schedule which will be scrupulously observed. Classroom cleaning is usually done at the end of the school day

Article 25 : It is forbidden to braid hair in the premises, to draw on the walls and the furniture of the classroom, as much as it is strictly forbidden for the students to eat in the classrooms; no garbage should hang out in or around the rooms. It is the same for the destruction of school furniture. Any offender will be brought to the disciplinary council and punished

Article 26 : Any student caught damaging the facilities will be responsible for repairing them under pain of temporary or permanent exclusion

Article 27 : any student guilty of theft or vandalism in the classroom, the library, treatment rooms, laboratory, wiring room, tests and measurements, office automation and IT will be brought before the disciplinary council which will rule on the incident

TITLE VII : GENERAL BEHAVIOR OF STUDENTS

Article 28 : Students must show politeness and respect towards administrative and teaching staff

Article 29 : Students must also respect each other and show politeness towards anyone outside the school.

Article 30 : The possession and consultation of immoral books are prohibited, as well as the carrying of objects dangerous to the neighbor (knives, razor blades, explosives, pornographic magazines).

Offenders will be brought to the disciplinary council and punished

Article 31 : The use of toxic substances such as drugs, cigarettes and alcoholic beverages is strictly prohibited in and around the establishment. Likewise, the use of radios and cell phones is strictly prohibited

Article 32 : any student guilty of an offense caused outside the institute will be individually liable for his forfeit before the civil council

Article 33 : any visit during school hours is strictly prohibited without authorization

Article 34 : any student caught strolling will be excluded for one (01) day followed by submission to a punishment

Article 35 : students leaving their classroom for the library, workshop or to go home must stand in line. It is the same for the return to the classroom

TITLE VIII : THE LIFE OF THE SOCIETIES

Article 36 : any club of the institute is subject to the coordination and sponsorship of a professor.

Article 37 : any club document can only have the visa of an administrative authority of the institute only if it is presented by the coordinating professor.

Article 38 : it is strictly forbidden to place posters outside the panels reserved for this purpose.

Article 39 : profitable activities are strictly prohibited within the establishment.

Article 40 : any association of a tribal, political, clan or regional nature is prohibited within the establishment. The "tontine" in all its forms as well as any trade carried out by the pupils is strictly prohibited.

Article 41 : any student caught strolling outside the college after the gate is closed will be brought before the disciplinary council.

TITLE IX : MISCELLANEOUS AND FINAL PROVISIONS

Article 42 : any student absent from a sequential evaluation without justification will be brought before the disciplinary council.

Article 43 : tutorials are compulsory in exam classes on Saturdays from 7 :30 am to 12 :00 pm. Any student absent on Saturday at the tutorials will be recorded the following Monday and will receive a summons from the parents.

Article 44 : any student who has a total of 20 hours of absences from tutorials will be brought to the disciplinary council.

Article 45 : Any student who does not do his homework will receive a 4-hour punishment and will be required to give back his homework during the teacher's next class in 4 copies. In the case of recidivism, the parents will be summoned and the student brought to the disciplinary council.

Article 46 : any student who refuses to restate his copy after a continuous or a sequential assessment will receive a mark of zero (0), a 4 hours instruction and a summons from the parents. In case of recidivism, it will be brought to the disciplinary council.