

Senior Student Privileges

The IB Diploma years are in many ways a transition from the somewhat regimented approach of school life to the more independent nature of university life. At Discovery College, our approach is to treat our Senior Students more like adults, with the expectation that they will behave more like adults. Students in Years 12 and 13 are therefore granted certain privileges that are not given to younger students. With privilege comes responsibility - Senior Students must behave responsibly and with maturity at all times, in particular when not being directly supervised by staff. This is particularly important in a through-train school where inevitably Senior Students are viewed as role models for students in Years 1-11. If a student, a group of students, or a whole year group behaves in an inappropriate way, the College reserves the right to suspend or withdraw completely any or all of the privileges outlined below.

1. Non-uniform

Senior Students do not need to wear school uniform, but need to abide by the *Senior Students Dress Code*. Any student who breaches the dress code may be sent home to change into more appropriate attire. If this occurs, the student is responsible for catching up on missed work. A student who repeatedly breaches the dress code may lose any or all privileges.

2. Free/study Periods

Higher level subjects are allocated 9 blocks per fortnight, whereas standard level subjects are allocated 6. Most students therefore have 9 free periods per fortnight. During these free periods, Senior Students are not supervised by staff. They may choose to go to the library if they wish to do research using library resources. If they wish to work collaboratively in groups, they can use the cafeteria - ground floor, first floor and second floor - or any outdoor seated space, except during Primary lunch (Block 5). During recess and Secondary lunch, Senior Students must share the cafeteria facilities with other year groups as normal. There will be a dedicated room in the Diploma Centre for quiet study only. While it is possible that this space will occasionally be booked for special functions, it will be available most of the time. Occasionally teachers or students may organise some form of physical activity e.g. a game or some form of exercise. Participation will be optional but students are encouraged to take the opportunity to keep active.

The general rule for free periods is that other activities going on in the school such as regular lessons for Years 1-13 must not be disturbed. Any Senior Student who disturbs any school activity with unruly or inappropriate behaviour may lose any or all privileges.

Students who are identified by teachers as being behind with their work or who do not submit assessment tasks on time may be required to go to the quiet study room during their free periods.

3. Absent Teachers

When a teacher of a DP class is absent, a cover teacher is not normally allocated. Teachers send work directly to students by e-mail. Students can then do this work in one of the study spaces outlined above. Some teachers may be happy for students to sit and work in the normal teaching room, while some teachers will instruct students not to come to class. Occasionally teachers may request a cover teacher, for example to supervise an assessment. In that case, students need to go to class as normal.

4. Entry Into School

Senior Students are able to enter the College from 7.30 and access the study areas outlined above, except the library. Likewise Senior Students can remain on campus in their study areas until 6.00, although the Diploma Centre will be used for meetings on some days.

5. Learning Team

Students in Years 12-13 are in a Learning Team and have a Learning Advisor, just as in Years 7-11. All students must attend registration from 8.25-8.35 and must be punctual. Regular lateness may lead to the suspension or withdrawal of any or all privileges.

During period 1 on Days 3 and 8, there is Learning Team time. The programme is more flexible and informal than in Years 7-11, but attendance at all sessions is compulsory. Activities include Higher Education Counselling, CAS administration, Extended Essay training, personal/social/health education with external providers, lifeskills, study skill training, team-building games and physical activity.

6. Exit Pass

Senior Students in possession of an Exit Pass are allowed to leave the school campus during recess, lunch and free/study periods. Conditions of the Exit Pass are outlined in the *Exit Pass Rules*.

Senior Students Dress Code

Hair

- hair can be worn down but must be tied up as required for health and safety reasons e.g. science, technology
- 'natural' hair colour acceptable
- obvious hair colours not acceptable if full head
- streaks acceptable if up to maximum length of 3cm streak
- neon, bright red, blue, purple colouring not acceptable

Shirts and Tops

- strapless tops not acceptable
- no shoestring/spaghetti straps
- no visible underwear
- cleavage and midriff not visible
- see-through clothing not acceptable
- no offensive logos to be determined at the discretion of the College e.g. swear words, racist slogans, violent graphics, advertising logos for alcohol, smoking or illegal drugs

Skirts and shorts

- length of shorts and skirts should be no shorter than mid-thigh

Footwear

- wedges, thin heels, stilettos and flip-flops not acceptable for safety reasons, e.g. tripping on stairs
- covered toes in DT / Science as required (sometimes essential for Science practicals)

Makeup

- skintone foundation
- natural looking eyeliner, mascara, lipstick
- obvious eye shadow colour, glitter not acceptable

Jewellery

- earrings, necklaces, wrist/ankle bracelets, rings acceptable; to be removed if safety is at risk

Piercings

- multiple ear piercings acceptable
- facial piercings not acceptable

Tattoos

- must not be visible

Physical Activity

- change of clothes as appropriate for activity
- appropriate non-marking footwear as per other year levels

House Events

- Senior Students must wear House colours to all House events - where possible, students are encouraged to wear the official House shirts

Formal Occasions

Girls

- black skirt or trousers
- white shirt
- black dress shoes
- small DC logo pin

Boys

- black trousers
- white shirt
- black dress shoes
- small DC logo pin
- dark tie

In cases of doubt or ambiguity, the College reserves the right to make final decisions.

Exit Pass Rules

- Upon receipt of this form, signed by the student and parent/guardian, students will be issued with an Exit Pass.
- The Exit Pass can only be used to leave school during lunch and free/study periods. Students should only leave at recess if they have a free/study period immediately before or afterwards. If a student needs to leave school during lesson time (e.g. for a medical appointment), normal exit procedures must be followed.
- Students must leave the Exit Pass with the security guard when they leave school and collect it when they return.
- Students must return on time for lessons.
- Students must arrive to school by 8.20 a.m. and attend Learning Team by 8.25 (8.15 for the Year Assembly). The Exit Pass cannot be used to arrive late to school if the first period is a free period.
- Students who lose their Exit Pass will not be able to leave school until a replacement is issued. The first Exit Pass is issued for free – for a replacement, a fee of \$50 is charged.
- The school cannot take responsibility for what happens to students once they leave the school campus using an Exit Pass. While Discovery Bay is a very safe and secure environment, students must exercise due care and responsibility. Students are not monitored or chaperoned while off-campus.
- Students must wear their School ID card, so that it is visible, at all times while off-campus during the school day.
- Students leaving with an Exit Pass are representing the College and are expected to follow school rules and regulations until they reach their homes, and at all times if they are returning to school. For example, this means that rules regarding smoking, language and public displays of affection must be followed.
- Students must act at all times with cultural sensitivity, remaining mindful of our setting in Discovery Bay in Hong Kong, with many different cultures represented.
- Any student returning to school who is believed to be under the influence of alcohol or any illegal substance, consumed during their absence, will be interviewed and possibly sent home to await further disciplinary action.
- Students identified by teachers as being behind with work or who do not submit assessment tasks on time may have their Exit Pass privilege withdrawn and be required to spend free/study periods in the quiet study area.

Exit Pass – Parental Permission Form

I (please print name) _____ give permission for my
son/daughter (please print name) _____

to be issued with an Exit Pass and leave the school campus during recess, lunch and free periods.

I agree to the Exit Pass Rules outlined above. Should my son/daughter break any of these rules, I agree to support the College's implementation of appropriate disciplinary action. I understand that Discovery College is not responsible for students who have left the campus using an Exit Pass. I understand that the College reserves the right to withdraw the Exit Pass privilege from any student at any time.

Signed: _____ Date: _____

Exit Pass – Student Contract

I (please print name) _____

agree to the Exit Pass Rules outlined above. Should I break any of these rules, I understand that the school will implement appropriate disciplinary action. I understand that Discovery College is not responsible for students who have left the campus using an Exit Pass. I understand that the College reserves the right to withdraw the Exit Pass privilege from any student at any time.

Signed: _____ Date: _____

**Please return this form, completed by student and parent/guardian, to the
Year 12 Dean.**