



Code and Rules of Conduct

The objective of this Code and Rules of Conduct

(hereinafter the – “Code of Conduct”) is to establish a disciplined, conducive and purposeful school placement environment. This code of conduct is dedicated to promoting and maintaining the quality of the learning process during a students stay in Ireland across the school, host family and general society.

This code of conduct shall be brought to the attention of and made accessible to all connected with Birchwater Education School (“BWE”), namely schools, educators, students, parents, other staff members, host families and student guardian in Ireland.

Students, parents and legal guardians must familiarize themselves with the code of conduct and its provisions. As soon as students are enrolled at the school, they are subject to the placement school’s and BWE’s, code of conduct, and must strictly adhere to it. Where the code of conduct may differ between the school and BWE, the school code of conduct will apply during school times while the BWE code of conduct will apply at all other times. Should students violate or break the code of conduct, they shall be brought to responsibility in accordance with the disciplinary procedures.

B. Code of conduct (General rules)

Students are expected to be good ambassadors of their country upon arrival in Ireland. They should always conduct themselves appropriately and in accordance with the BWE code of ethics, whether at school premises, homestay family or in the course of activities hosted in public by or in any place where they could be identified as BWE school placement students.

Final decision making for all rules stated below remains with BWE.

The following rules will apply to all students enrolled in Irish schools by BWE:

1. If the student is representing the Irish school or BWE (hereinafter collectively referred to as “school”) in any form and can be identified as student of the school in the public eye, he/she must avoid any misconduct that could bring the school, staff or their fellow students and host families into disrepute.
2. Students shall be courteous and respectful at all times when talking or interacting with the host families, principal, educators and other staff of the school.
3. Students shall practice self-respect, mutual respect and tolerance when interacting with one another.
4. Any action aimed at harming or that could possibly cause harm to another student physically, spiritually, psychologically and morally is strictly prohibited. This includes online/social media harassment.
5. The use of cell phones during school activities is strictly prohibited unless for academic purpose with permission. Only in an emergency situation, calls may be made with the permission of the principal.
6. All schools and homestays are smoke-free zones. Tobacco smoking, possession of tobacco products including vaping will incur a fine of €100. Repeated use will result in expulsion from BWE’s placement programme entirely.



7. Possession and usage of illegal drugs, or alcoholic substances during any school activity within the territory of school/homestay or at any time outside the school territory/homestay is strictly prohibited and will lead to expulsion. The purchase of alcohol (if over 18) for use by minors is strictly prohibited and will lead to expulsion.
8. Students must always be present and on time for the school lessons, for meetings requested by BWE as well as any meal time or other requests made by the host family
9. Students must submit on time all their work/assessments and work to the best of their ability in lessons and perform all academic tasks (homework, assignments, projects, tests, exams)
10. Students must always dress up neatly and appropriately including in the homestay. School uniform must be worn during different subject lessons and appropriate sport-wear during sport lessons.
11. Students must not act in breach of any provision of the Criminal Code and any other related legislation of the Republic of Ireland (includes alcohol, vaping, shoplifting, any criminal offences). A fine of €200 will be charged for a call out for any reason in respect to any of these activities. Please note that stealing of any value is not tolerated in Ireland. Students can be questioned and prosecuted by the Gardai (police) if found to be violation of these laws. Call outs specifically related to substance abuse and intoxication due to alcohol will incur a fine of €300.
12. The student guardian, principal, teacher or homestay is entitled to inspect students or the student's property in the case of a reasonable suspicion that students have violated the code of conduct i.e. possession of prohibited items (any harmful and dangerous substances, stolen goods or illegal drugs).
13. Students who conduct themselves exceptionally will receive the BWE end of year excellence certificate.

Grounds for school placement programme cancellation/expulsion:

1. The student is found guilty of fighting, assault or immoral conduct.
2. The student is found guilty of disrespect, offensive behaviour and verbal/physical abuse aimed at the student guardian, homestay family, principal, teachers or other school staff or students.
3. The student is found guilty of bullying and intimidation of other students as well as other host family students/children.
4. The student is found guilty of racism expressed in any form (verbal, written and etc.) including online.
5. The student engages in activities that disrupt the proper functioning of the school, by insulting, threatening and frustrating a staff member which leads to disrupting the teaching and learning in a classroom.
6. The student engages in activities that causes disruption in the homestay, by insulting, threatening and frustrating members of the host family.
7. The student is found guilty of theft such as shoplifting or possession of stolen goods. Please note is it illegal to steal from shops here in Ireland, no allowances are given, any underage students found to be shoplifting will be put under the care of the Police juvenile liaison officers and will be given a legal citation with ongoing consequences.
8. The student is found guilty of repeatedly violating the code of conduct.
9. The student poses a threat to the safety of other students, host family by possession and/or threatening the using of dangerous weapons.
10. The student is deemed psychologically unfit to continue the programme due to repeated misbehaviour and poor conduct with the host family or school or both.

11. The student if placed under medical care for psychiatric issues – the parents of the child will have to arrive in Ireland within 24 hours to take the child home.
12. The student is found guilty of being under influence of drugs and/or alcohol – immediate expulsion
13. The student is found guilty of unlawful conduct such as vandalizing, destroying or damaging family/school property including furniture, textbooks, electronic equipment etc.
14. The student receives a legal citation for any reason.
15. The student is found guilty of breach of any provision of the Criminal Code and any other related legislation of the Republic of Ireland and has been convicted/given a citation by the court.

Any student expelled from the programme/school will be sent home to their country of original. The student will not be placed in a new homestay or school.

No refund will be provided should a student be expelled from the programme/school for **any reason no matter how long remains in the programme.**

Agent/Parent(s) Responsibility

Should grounds for programme cancellation/ expulsion be deemed necessary, the agent/ natural parent(s) will receive formal communication from BWE. Flight arrangements will be made within 48 hours. Students will be escorted home by agent/natural parent within 72 hours of notification of expulsion.

The safety of the child will be considered in all circumstances.

I hereby acknowledge that by signing the application form, I have read and understand the code of conduct.