



## WINCHESTER SCHOOL OF CHINESE CULTURE 文誠中國文化學校

### Student Rules

- Students need to respect Winchester School of Chinese Culture (WSCC) teachers, school administrators, parents/guardians, and their fellow students.
- Students need to be aware that there is zero tolerance for any form of discrimination, including intimidation, threat, coercion, and/or harassment.
- Students need to take good care of the school property. Students should not touch or use any school equipment or student's belongings in the classroom.
- Students should keep the classrooms and common areas clean and neat. No food, drinks (except water) or gum chewing are allowed in any of the classroom.
- Students are not permitted to leave the classroom without permission from the teacher.
- Students should behave appropriately during recess and follow the directions of administrators and/or parents/guardians on duty.
- Students must not run in school.
- Students must not yell or raise their voices in school and must be respectful of classes that are in session.
- Students must not climb or slide down any railings (inside and outside the school) or play in trees.
- Students are not allowed to go outside of the building unsupervised.
- Students are not allowed inside the school building without the accompaniment of parents/guardians after 12:30 PM.
- Students are not allowed to conduct any kind of rough play inside and outside of the school.
- Students should share the playground with neighborhood children.
- Disciplinary action shall be taken if a student violates these rules in a four-step process:
  - A verbal warning will be given to the student.
  - A written warning will be sent home for the parents/guardians to sign and return.
  - A compulsory conference will be held with the parent/guardians.
  - Suspension will occur.
- In serious cases, the Principal reserves the right to implement a suspension without prior warning.
- In the event of a suspension, students can appeal to the Board of Directors for reinstatement and shall be considered as suspended during the appeal.