



## PERFORMANCE AGREEMENT:

### RULES FOR INTERNATIONAL STUDENTS

The staff at Macleans College endeavour to give special care and attention to all our International students and to encourage them to reach their full potential. We need to have an assurance of support by the student's parents or caregivers and the promise of the student's willingness to comply with the rules and standards of the school and the community to ensure the well being of all concerned.

**Attendance:** Students are to attend all classes promptly at all times. If a student cannot attend because of ill health, the school must be advised before classes begin. A doctor's certificate is required for any absence of three or more days. Absence for any other reason must be approved beforehand by the International Student Coordinator, Ms Theresa Khor.

**Homework:** This must be completed every day, or as required by the teacher. The student must complete all set tasks when asked.

**Co-operation:** The students must always obey the teacher's instructions, participate fully in classroom activities and maintain a friendly, co-operative attitude. The student must show consideration and respect to all staff members, to all other students and to themselves.

**Homestay:** Any rules laid down by the homestay families are to be respected and obeyed. The student is expected to be reasonable, courteous and helpful in the house, keeping his/her bedroom tidy, clearing the table etc. The student will be on time for all meals and will not be away from home unless prior permission has been given.

**Curfews:** The New Zealand law states that young students are to be under supervision at all times. Any change to the curfew rules below must be negotiated beforehand with homestay parents. The students must tell the homestay parents where they are at all times and must contact them if they are going to be later than expected. The students must give their host parents the telephone number where they can be contacted anytime they are away from their homestays.

Age	Sunday-Thursday	Friday	Saturday
Under 15 years	6.00 pm	Under supervision	Under supervision
15-16 years	6.00 pm	10.00 pm	11.00 pm
16-18 years	6.00 pm	12.00 midnight	12.00 midnight
Over 18 years	Negotiable	Negotiable	Negotiable

**Smoking and Alcohol:** The Macleans College Board will take a very strong stand if any student is found to be using or in possession of cigarettes or alcohol.

**Illegal Drugs:** These will not be tolerated. Students found to be using drugs will be permanently suspended and sent home. If it is appropriate, the authorities will be notified.

**Driving:** Macleans College does not allow International students to own or drive a car while they are enrolled at the College

### **NON-COMPLIANCE**

If it is found that the student is unable or unwilling to co-operate with the above rules, the following action will be taken:

- 1 The student will be verbally warned, receive one or more after school detentions.
- 2 If his/her behaviour does not significantly improve during this period they will receive the first written warning that he/she is facing suspension. Copies of this will be sent to their parents and their caregivers. They will also be put on daily report for 2 or 3 weeks
- 3 If behaviour still does not improve after this warning the student will receive a second and final warning that states that unless behaviour significantly improves the student will be suspended from school.

### **EXPULSION**

If the behaviour of the student does not improve as requested the student will be expelled and the appropriate authorities notified. The student's visa will invariably be revoked under these circumstances.

### **FEES REFUND**

No fees will be refunded to a student expelled due to unacceptable, non-compliant behaviour.

**Having read these rules and accepted that they are reasonable and fair, we agree to abide by them.**

Signed \_\_\_\_\_  
(Parent/Caregiver/Guardian)

Date \_\_\_\_\_

Signed \_\_\_\_\_  
(Student)

Date \_\_\_\_\_

Student Name \_\_\_\_\_