

# **International School of London – Qatar**

## **Parent and Student Handbook**

### **2009 - 2010**

#### **PHILOSOPHY AND OBJECTIVES**

ISLQ exists to serve the needs of the international community in Qatar. It aims to maximize the achievement of its students throughout the curriculum and in personal and social fields. Drawing on the rich variety of cultures represented at the school, ISLQ aims to develop in each student a global outlook, which seeks to understand and appreciate the attitudes and values of others.

Within the school community, all students are valued and treated equally. The curriculum has the following specific objectives:

- \* To recognise the individual needs of each student and to meet them within the programme as far as possible.
- \* To foster an enthusiasm for learning.
- \* To encourage the creative and artistic abilities of students.
- \* To develop an analytical and critical approach to the world.
- \* To encourage the confidence and self-respect of each individual.
- \* To respect and support, and develop, where practical, the culture of each student.
- \* To help students to learn about and participate in the cultures and ways of life which they meet in the host country.
- \* To enable students to understand global issues and the mutual responsibility of all communities for the world's environment.
- \* To develop the use of English not only as the language of instruction but as a means of communication.
- \* To support students' home language wherever possible through the classes in the school.
- \* To support the physical development of students through the physical education and sports programme.
  - \* To extend the range of fields of achievement available to students through sports and other out-of-class activities.
- \* To instill in each student the value of loyalty to the school community, thereby encouraging a strong sense of self discipline.
- \* To assist with transfers into and out of the school and into continuing education.

## **FOREWORD**

Welcome to the International School of London Qatar (ISLQ). We look forward to having your family as part of our school community and to helping your children grow academically and socially and achieve to the very best of their abilities.

Founded in 2008, ISLQ is a diverse community of families from many countries and parts of the globe. Some students will start in our Early Childhood programme and continue with us through to Secondary school, while others arrive and leave at relatively short notice as their parents are posted to other countries around the world. For each student, however, we aim to provide an educational home - a place to settle down and find friends, to learn about other cultures, languages and nationalities and a place where differences in background add to the richness and diversity of the educational experience.

Our goal is to provide a warm and welcoming environment where the customs, beliefs and languages of all students will be shared and respected. To this end, we have set down certain rules and guidelines. This Handbook is a guide to the policies, procedures and rules followed at ISLQ. These have been developed over the years at ISL and are intended to ensure an atmosphere of mutual understanding and clear communication between staff, students and parents. We hope you will read the Handbook carefully and find it informative and useful as a reference. Your cooperation in adhering to these guidelines will contribute to the welfare and education of your children and to the effectiveness of the whole school.

## **THE FIRST DAY AT ISLQ**

The first day of school can be as challenging for the parents as it is for the students. Please be assured that we do everything possible to help make the school experience friendly and approachable. As many students are in a new country and using a new language, we would suggest that you send your child to school with written information regarding his/her home telephone number, address and parents' work telephone numbers.

On the first morning, members of staff will direct students to the appropriate assembly points and entrances. The school grounds will open at 7.45 am as we will be following our Ramadan schedule. Class and Home Room teachers will assemble students in their appropriate classes and take them to their Class and Home Rooms at 8.00 am.

## **WHAT TO BRING ON THE FIRST DAY**

For Primary students, the school will supply all textbooks, workbooks and exercise books. In addition, pencils, crayons and stationery equipment are also supplied, but students may wish to bring their own. All students should have some sort of school bag, a satchel, briefcase or a backpack. For the Primary students, school bags should not be too big for them to carry.

### **PRIMARY STUDENTS (EARLY CHILDHOOD – YEAR 6)**

Very young pupils may require a change of clothes. No money should be brought to school, unless necessary.

### **SECONDARY STUDENTS (YEARS 7 - 10)**

Students should bring their own stationery, for example pencils, pens, eraser, ruler and pencil sharpener. Students will also need a calculator, but parents are advised not to buy a calculator until instructions are given by the Mathematics teacher.

### **WHAT TO WEAR - THE ISLQ DRESS CODE**

While ISLQ does not have a school uniform, we do have a clear dress code. Clothing needs to be simple, modest, neat and suitable for a range of school activities and appropriate to a working and learning environment. Clothing which could be perceived as provocative or culturally insensitive is not allowed.

All students should wear trousers or ‘Bermuda’ style shorts. Girls may also opt for knee length skirts. Clothing should be opaque and undergarments should not be visible. Trousers should be pulled up to the waist. Shirts and blouses should fully cover the midriff. Singlet-kind or strapless shirts and vests are not allowed. In Primary, hats must be worn at all times during outside play. Excessive use of jewelry and make-up is discouraged, and if worn should be simple and discrete. Large earrings are not allowed on health and safety grounds. Ear studs may be worn as an alternative. Also unacceptable are any of the following: artificial brightly coloured hair dyes and body piercings (other than ear studs).

Footwear must be safe for a school environment. There are special requirements in the Science and Technology rooms that must be observed. Individual students whose dress at any particular time violates the letter or spirit of the preceding guidelines will be advised accordingly. If the violation continues the student may be required to return home and change their clothing or be excluded from class if the return home is not possible. Repeated violations will lead to further disciplinary action. The school's decision on matters relating to the dress code is final. **All outdoor clothing and the P.E. kit should be marked with the student's name.**

### **SCHOOL HOURS**

The school gates are opened at 7.00 am. Children using private transport should not be brought to school before this time, as there will be no teachers on duty prior to 7.00 am. Parents bringing their children to school must ensure that children do not use or remain in the car parking area. All students should be collected promptly at 2.00 pm for the Primary and Secondary students (EC2 to Year 10). On Tuesdays the school ends at 12.00 pm for both Primary and Secondary. EC1 students attend school from 7.15 – 12.00 noon). During the month of Ramadan, the school runs on a different schedule – please see the next page.

## **Class Times 2009 – 2010**

### **Normal schedule for EC2 – Year 10**

#### **Sunday, Monday, Wednesday, Thursday**

7.20 Period 1  
7.55 Period 2  
8.30 Period 3  
9.05 Period 4  
9.40 BREAK 1  
10.10 Period 5  
10.45 Period 6  
11.15 Period 7  
11.50 BREAK 2  
12.20 Period 8  
12.55 Period 9  
13.30 Period 10  
14.00 End of day

#### **Tuesday**

7.20 Period 1  
7.55 Period 2  
8.30 Period 3  
9.05 Period 4  
9.40 BREAK 1  
10.10 Period 5  
10.45 Period 6  
11.15 Period 7  
12.00 End of day

On Tuesday, classes end at 12:00, after the end of period 7 which is extended by 10 minutes on that day.

### **Ramadan timings**

#### **Sunday, Monday, Wednesday, Thursday**

8:00 Period 1  
8:25 Period 2  
8:50 Period 3  
9:15 Period 4  
9:40 BREAK 1  
10:00 Period 5  
10:25 Period 6  
10:50 Period 7  
11:15 BREAK 2  
11:35 Period 8  
12:00 Period 9  
12:25 Period 10  
12:50 End of day

#### **Tuesday**

8:00 Period 1  
8:25 Period 2  
8:50 Period 3  
9:15 Period 4  
9:40 BREAK 1  
10:00 Period 5  
10:25 Period 6  
10:50 Period 7  
11:15 BREAK 2  
11:35 Homeroom  
12:00 End of day

### **LOCKERS**

Primary students from EC1 to Year 5 use hooks and ‘cubbies’ in the classroom for storage of their personal belongings. During the first week of school all students from Years 6 - 10 are issued with locker keys for the storage of their personal belongings. Students who lose their key will have to pay for a replacement. The school is not responsible for unattended items left around the school.

## **LUNCHTIME PROCEDURES**

All students must bring their own food and drink. Breaks are an important part of the day. Students are expected to observe quiet and mannerly behaviour during breaks and respect the needs of others in order to make the time pleasant for all. Students may bring fruit, vegetables and other healthy foods, but sweets, crisps and fizzy drinks are not allowed. Students must leave the designated eating area clean and tidy.

EC 1 and 2 will have separate eating arrangements. Years 1 – 5 will have use of the dining area for the first half of any break then have time to play outside. In Years 6 - 10, students will have the second half of break in the dining area and the first half will be spent outside.

Students will clear their places after eating and may not leave the dining area before being given permission by the duty teachers.

## **WHO DO YOU CONTACT IN THE SCHOOL OFFICE?**

During your children's stay at ISLQ, you will probably wish to contact the School Office. If you have a question concerning any of the following, please try to follow the guidelines below:

- To discuss academic and/or behavioral concerns, the first person to contact is your child's Class or Home Room teacher. If you feel that the matter requires further discussion, you should address or copy your query to the Primary or Secondary Head as appropriate.
- School fees, your invoice or any other financial matters – School Administration
- Admissions, notice of departure – Admissions Officer
- Transport – Transport Company
- Change of address, telephone number, notification of absence, dentist/doctor visit, letters for visas etc. - School Office
- Curriculum matters – PYP or MYP Coordinator
- School Issues – Head of Primary or Secondary

## **OFFICE AND TELEPHONE USE**

The school office is open from 7.00 am to 2.00 pm. As the beginning of the school day is particularly busy, please avoid calling at this time unless absolutely necessary. Teachers are not normally available during lesson times, but messages may be left with the School secretary. School telephones are for official business only. In an emergency office personnel will assist students with a personal telephone call.

### **ATTENDANCE AT SCHOOL**

Students are required to attend the full school year. The school will record attendance figures regularly. Parents are obliged to ensure that students of school age are attending full time education. Parents should plan family vacations to coincide with the official ISLQ school vacations. Frequent or prolonged absence will be viewed as a serious matter and parents will be required to account for any such occurrence. Continued absence may affect the student's future registration at the school

### **ABSENCE**

While the office may be notified of unexpected absences by telephone (e.g. illness or injury), students are always required to provide a formal absence note signed by a parent or guardian on the day of their return. The absence note should show the date(s) of the student's absence and a clear explanation of the reason. This note should be handed to the class or Home Room teacher immediately upon the student's return to school. The school will contact the parents if there is any query over a student's attendance.

### **LATE ARRIVAL**

All students arriving late (after registration) should report to the School Office so that their presence in school can be registered. No student can be admitted to class unless a late-slip has been obtained from the school office. Primary students who are late must also inform their class teachers of their arrival, prior to attending specialist classes if applicable. The Office keeps a record of all late arrivals.

### **LEAVING SCHOOL DURING THE SCHOOL DAY**

Please avoid making dental or medical appointments within school hours. If this is unavoidable, send notice to the school in advance and in writing. The student will get permission from the Class or Home Room Teacher which will then be reported to and recorded at the school office.

### **CHANGE OF ADDRESS**

Please notify the school in writing as soon as possible regarding any change of address and home telephone and mobile number. If the family is leaving the country, please leave a forwarding address.

### **NOTICE OF WITHDRAWAL**

Written notice of withdrawal must be given as published in the Admissions Booklet (available on the ISLQ website).

The School reserves the right to request the withdrawal of a pupil at any time should such action be deemed necessary.

## **COMMUNICATION BETWEEN THE SCHOOL AND FAMILY**

Good communication between the school and home is very important for a child's academic and social success. There are a number of opportunities to learn about your child's work and for you to express concerns and suggestions.

**1. PARENT/TEACHER MEETINGS AND STUDENT LED CONFERENCES** are held throughout the year; the dates are published ahead of time. These meetings are a chance for parents to discuss the progress and welfare of their children with teachers.

**2. WRITTEN REPORTS** are produced each term:

**3. SOCIAL EVENTS AND CELEBRATIONS** occur throughout the school year and provide an opportunity for student performances and displays of student work. In addition, these events provide a relaxed social time during which parents can meet each other and members of the staff.

**4. NEWSLETTERS** are issued regularly and list forthcoming activities, field trips, special events, staff changes and other school activities.

**5. IF ANY PROBLEM** concerning a child's welfare or progress arises during the year, parents will be contacted directly by the school.

**6. OTHER COMMUNICATIONS** To discuss any matter concerning your child's education, telephone the office to make an appointment with the appropriate Class or Home Room teacher. Following that, you may wish to contact the Head of Primary or Secondary if you feel the matter requires further consideration.

## **PARENTAL INVOLVEMENT AND VOLUNTEER**

Parents are encouraged to assist teachers on an occasional or regular basis, especially at the Primary level. Parents can be helpful in many ways: in the library, listening to children reading, assisting with club activities and by assisting the teacher on field trips. Parents interested in helping should contact the Primary or Secondary Head to make arrangements.

## **PHYSICAL EDUCATION (PE) EQUIPMENT**

A list of the required ISLQ sports clothing will be sent home at the beginning of the first term. This contains a list of prices and information regarding what each student needs for the year. The sports kit will be available only from ZAKS Clothing Store. This clothing will be marked with the school name and logo. In the event of PE uniforms not being available, students should bring a white Tshirt, blue shorts, socks and non-marking training shoes. Physical Education (PE) clothing should be brought to school to change into on the appropriate days. **The PE kit should not be left in school and should be taken home for washing after each session. All items of clothing should be marked with the student's name.** No jewelry is to be worn in PE lessons.

## **CO-CURRICULAR ACTIVITIES**

As part of the curriculum, students are offered a range of music, theatre and educational workshops and trips. Students can also register for extra lessons in various creative and sporting areas. In addition all full-time teachers will offer extra-curricular clubs and information about those will be provided as they become available.

## **EDUCATIONAL VISITS**

To support and enhance the curriculum, students will visit various places of special interest. Each visit will be planned to maximize learning opportunities as well as to provide an enjoyable social opportunity for students and teachers together. Parents are always informed when a trip involving transport is planned. Permission slips are sent home outlining any special arrangements affecting parents. The permission slips must be signed by the parent/guardian and returned before the visit. While these visits cannot always be scheduled very far in advance, we try to plan ahead to ensure that all students have opportunities for appropriate educational visits during the year.

## **HOMEWORK**

Apart from being an integral part of the courses in each subject, homework helps students develop academic and organizational skills. Students from Year 3 onwards will be issued with Homework Diaries/Student Planners, which should be monitored regularly by parents, as they are an effective means of communication with teachers. The student should enter any homework assignment as soon as it is given.

- \* Homework Diaries/Student Planners must be kept up to date.
- \* Homework must be done regularly and handed in by the set deadline.
- \* The homework timetable should be copied into homework diaries/student planners.

**Early Childhood to Year 2** Students will be issued with Reading Record Books outlining the current book they are reading. Parents are encouraged to record any reading carried out at home to help teachers keep track of a student's reading.

**Years 3 - 6** Students are given homework regularly. Recommended time allocations and load of tasks are detailed in the Primary Curriculum Guide. Parents should monitor, check and sign their child's work as required by the class teacher. Students from Early Childhood to Year 2 may be issued homework to support and strengthen a particular aspect of the student's current learning.

**Years 7 - 10** Homework is normally set weekly in each subject. Parents should check and sign the homework diaries regularly to monitor academic progress. All written homework should be completed on the evening for which it is timetabled.

## **ASSESSMENT**

### **Primary**

Teachers will assess a child's level of development by using a range of formative and summative assessment methods, tools and procedures. These may include diagnostic bench mark assessment and will enable them to monitor their students' progress throughout the year and across all areas of the curriculum.

Different methods of teaching will be employed where appropriate for the class, group or individual. Small classes ensure that extra attention can be given to children who require it. Any special needs or problems will be discussed with parents whenever necessary. Parent / Teacher interviews are held twice a year. Primary teachers also give an evening presentation to parents early in the year outlining the proposed year's work, methods of working, text books and materials used and many other matters of routine and procedure which will give parents a good indication of what the child's experience of school will be.

### **Secondary**

Near the beginning of the first term, Home Room Teachers give an evening presentation to parents outlining the proposed year's work and methods of working and many other matters of routine and procedure. Assessment is continuous throughout the year and students are provided with a range of assessment tasks including: tests, assignments, research projects and other formative and summative assessments.

## **SCHOOL REPORTS**

Written reports on all students are produced each term.

## **ISLQ RULES**

ISLQ rules are designed to help students develop self-discipline, a sense of respect for the school and the school community and to ensure the safety of all.

Students should always:

**Work** to the best of their ability without disrupting the work of others.

**Attend** registration and all classes punctually.

**Respect** all members of the school community and their property.

**Speak** in an appropriate tone and register.

**Behave** courteously towards fellow students, teachers and other school personnel and visitors.

**Take care of** personal belongings and school property.

**Keep** the school tidy.

## **SPECIFIC RULES AND GUIDELINES**

- \* Students should not run in school.
- \* Students may not use the lift without permission.
- \* Students should use the front entrance only. The Main Hall should not be entered before 7.00 am.
- \* Students should keep to the right in corridors and stairwells.
- \* Doors should be held open for others.
- \* In Years 7 - 10 students may use MP3 players during break times only.
- \* While the school allows students to bring mobile phones to school, they should not be used while on school premises unless permission has been granted by a member of staff for a specific purpose.
- \* Staff may confiscate mobile phones if they interfere with the orderly running of the school. Taking unauthorized photos with a mobile phone or making unauthorized recordings is not allowed.
- \* Students must take their Student Planners to all lessons.
- \* Text books and folders must not be defaced.
- \* Food and drink may be consumed only in the designated areas.
- \* Chewing gum is forbidden anywhere on the school premises.
- \* Students may not leave the school grounds during school hours.
- \* Other than the school cap, no other hats or caps are normally allowed indoors.
- \* Valuable personal property should not be brought to school, but if so must not be left unattended and should be placed in lockers.

## **CLASSROOM RULES**

- \* Students should ensure that they are punctual to all classes.
- \* Secondary students should wait outside the classroom until the teacher gives permission for them to enter.
- \* Students should sit according to any arrangements as required by the teacher.
- \* If a student wishes to ask a question or make contributions to discussions, they should wait for their turn.
- \* Students should respect the contributions made by other students to any discussion.
- \* Students should ensure that they have all necessary materials for each class.

## **PLAYGROUND RULES**

- \* Students should play safely, with kindness and fairness.
- \* Playing can only take place in the designated secure areas.
- \* Where the duty teacher judges that the playground is becoming unsafe or is being dominated by one group, the duty teacher may stop a game being played. That decision is final.
- \* Students must not play in the bus/car parking area at the start or end of the school day

## **BULLYING**

ISLQ takes any bullying seriously and investigates all incidents thoroughly. If identified, action will be taken to eliminate such behaviour and parents will be informed and involved.

## **DISCIPLINARY PROCEDURES**

We encourage students to develop self-control, but occasionally stronger disciplinary procedures are needed. When conduct is unacceptable, the student is told exactly what s/he has done wrong and reprimanded.

The first point of contact is with the Class or Home Room teacher. These members of staff take special responsibility for students in their class, coordinating information and addressing any initial problem. If the behaviour does not improve, or if the student commits a serious misdemeanor, further disciplinary measures are taken and parents are contacted.

Measures taken may include the following: reprimand and verbal warning, confiscation of student property (e.g. mobile phones), written warnings, allocation of community tasks (e.g. clean up duties), daily reports, temporary exclusion from school or ultimately permanent exclusion from school. In all but minor cases, a written account should be initiated (e.g. behaviour report). This is seen by the initiating teacher, the Class or Home Room Teacher and the Primary or Secondary Head. Such reports are kept on file.

## **OFF CAMPUS BEHAVIOUR**

Students are expected to behave well, to bring credit to the school and to allow others to enjoy themselves. Students who fail to do so, especially those who do not observe safety rules, will be disciplined and may be excluded from subsequent trips.

Specifically, students should:

- \* Be courteous and considerate to all.
- \* Behave appropriately on public transport.
- \* Stay with the group and not wander alone.
- \* Follow the instructions given by the teacher in charge.
- \* Listen politely to presentations and ask questions sensibly.
- \* Return from free time (Secondary only) punctually and to the specified meeting place.
- \* Do not bring food, drink, money or belongings except as allowed by the teacher in charge.

## **DRUGS**

Every student who attends ISLQ has the right to a safe and secure environment free from harmful substances. To ensure this, the school's curriculum will inform students about substances that are harmful to their health. It will provide students with the information necessary to identify these substances, to be aware of the harmful effects upon both their mental and physical health and the legal consequences of their use. In order to protect the students' health, safety and welfare at school and in school related activities, the use by students of illegal and other intoxicating drugs is prohibited at school, in the vicinity of the school and on educational visits. Any student found in possession of illegal or inappropriate drugs in school, in the vicinity of the school or on an educational visit will be excluded from school for an indefinite period.

## **INSURANCE**

Parents should be aware that the school has insurance policies to protect itself against legal liabilities arising in the course of school activities, but the school does not arrange medical or personal accident insurance for the pupils or insurance for loss or damage to their property.

## **THEFT**

Under the school's general policy, insurance is only valid if it can be proved that the school has been forcibly entered. There is a small amount of cover for student's property in such cases, but essentially the private property of pupils should be insured privately if required.

Parents are advised that students should not bring items of value or large sums of money into the school unless absolutely necessary. If for any reason students need to bring such valuables to school they are advised to hand them to the school office immediately upon arrival. **ISLQ cannot accept responsibility for the loss or theft of money or personal property.**

## **EMERGENCIES**

### **MEDICAL EMERGENCY**

There is a qualified school nurse on site. Additional first aid assistance will also be available. In case of a medical emergency or illness, the school will contact the parents and students will be kept in the medical room until the parents collect them. In case of an extreme medical emergency, an ambulance will be called and the student taken to hospital.

### **EMERGENCY CLOSURE**

If the school must be closed at short notice for any reason (e.g. severe weather or security alerts), every effort will be made to contact all parents by telephone.

**Please ensure that the school office has a telephone number to use in case of emergencies.**

### **FIRE ALARM AND EVACUATION PROCEDURE**

Throughout the school year, fire drills are held to familiarize students with correct emergency procedures. Instructions will be posted in each classroom. The fire alarm is a continuous sounding of the bell: On hearing the alarm, everyone should leave the building immediately and silently by the routes outlined below. They should then proceed quickly to the designated Meeting Points. **Under no circumstances is a student allowed to return to the building.**

### **LOST AND FOUND**

Please mark all items worn and brought to school with your child's name using name tapes or permanent marking pen. Encourage your child to take care of his/her belongings. Unmarked property will be placed in the lost property box and kept until claimed. All unclaimed property will be given to charity at the end of each term.

### **SCHOOL LIBRARY**

The materials in the school library are for the use of the school community, subject to the library borrowing rules. The library is open from 7.15 until 15.00 pm.

### **PARENTS COLLECTING THEIR CHILDREN BY CAR**

- Parking spaces are available in the school car park.
- If a parent wishes to see a teacher they should make an appointment in advance since teachers have supervisory duties at the end of the day from which they should not be distracted.
- If parents are delayed in traffic and arrive late their child will be waiting in the School Office.

### **SCHOOL BUS SERVICE**

A number of parents may use the bus service recommended by the school. Parents are reminded that any problems they encounter with this service should be directed to the owner of the bus company. As students arrive at school each morning, they must proceed immediately to the playground and wait for the doors to be opened. Under no circumstances should any student remain in the school car park. At the end of each day, buses will leave school at the end of Primary and Secondary classes at 14:00. Primary students waiting for a school bus will be supervised in class and then escorted to the designated bus.

All buses are equipped with seat belts and must be worn by all students.

## CODE OF EXPECTATIONS

### PARENTS

Parents and teachers have a shared responsibility for the education of our students. It is essential therefore that we all work together to achieve this and that we support one another. The points below set out the expectations we have of you as parents, and on which we need your commitment once your son/daughter is enrolled at this school.

1. To ensure that students attend for the full the school year, without taking holidays that cross over into term time.
2. To ensure that students take part in all educational visits.
3. To support the co-curricular and sporting programmes by permitting and encouraging students to take part.
4. To provide a suitable place at home for students to work; this should be a desk or table with good lighting, and space to store books and papers.
5. To monitor homework and check and sign the **Homework Diary / Student Planner**.
6. To accept and support the school's disciplinary structures.
7. To always send a written explanation of any absence from school.
8. To ensure that students get up in the morning in good time, and are punctual getting to school.
9. To be involved and interested in students' assignments, but to be careful not to do them for the student.
10. To make every effort to attend parent-teacher meetings and to keep in touch with the school concerning progress and behaviour.

### STUDENTS

If your education, and that of the other students in the school, is to be successful you need to be clear as to what is expected of you. There are also things expected of your teachers and your parents, but in the end it is you who are responsible for your own success. Your teachers and parents can make it possible, but only you can make it happen.

These are the main expectations we have of you,

1. Students will be present for the full school year.
2. Students will be punctual to school and to every lesson.
3. Students will work to the best of their ability at all times.
4. Students will be courteous and respectful to all members of the school and wider community.
5. Students will be welcoming and helpful to all newly arrived students.
6. Students will actively seek to understand and appreciate the variety of cultures represented at ISLQ.
7. Students will record and complete all school assignments.
8. Students will catch up quickly with any work they may have missed for any reason.
9. Students will help to maintain a healthy, clean and safe environment at ISLQ.
10. Students will comply with requirements as set out in the **ISLQ Parents' and Students' Handbook**.