

## “OUR CHARTER”

“Being strong and happy together, with heart, mind and hands”

### 1. Preface

Our Charter stands for living together in a peaceful, friendly and respectful way.

Together, we have the vision of a good school in Sandweiler. This vision is the main idea of our Charter. The most important thing in our Charter are the core values.

In our Charter, the rights and responsibilities of all the concerned individuals are fixed. Everyone has rights, which need to be respected. Everyone has responsibilities, which need to be fulfilled.

Erratic behaviour from one individual has consequences and may restrict the freedom of others. This means, that naturally some rules need to be fixed and adhered to.

These rules apply to everyone involved: **Children, parents, teachers, employees of the maison relais, the janitor and all other staff members.**

We wish for everyone who plays a part in our school or the maison relais, to act responsibly without misusing their rights.

To **teachers**, being responsible means to transfer knowledge in a good and pleasant atmosphere and to boost the personal and social capacities of the children.

To **children**, being responsible means to always do their best when studying or when in contact with others.

To **parents**, being responsible means to be interested in the academic, personal and social development of their children and to support them. They need to offer the education required for such a development.

At the **maison relais**, being responsible means to encourage healthy nutrition and to boost the personal and social capacities during extracurricular activities.

## 2. Our vision

Our school is a place where everybody feels at ease, works with joy, treats others with respect and where children and adults have the liberty to become open and (self-) critical human beings.

## 3. Core values of our Charter

- Respect
- Honesty
- Tolerance
- Teamwork
- Justice
- Discipline
- Responsibility

## 4. What do these words mean to us?

- **Respect** means that we appreciate others, material objects and the world around us.
- **Honesty** means that we are always truthful and act fairly.
- **Tolerance** means that we accept everyone and try not to judge, irrespective of their actions or ideas.
- **Team spirit** means that we support each other morally and practically
- **Justice** means that everyone is in the same situation, and is aware of the same things and is therefore treated in the same way.
- **Discipline** means that we are punctual, that we listen, do our tasks in the best way and follow the rules.
- **Responsibility** means that everybody conscientiously takes responsibility for themselves and their environment.

## 5. Rights, responsibilities and consequences

*Every right and responsibility, listed from page 3-7 apply to children, adults, teachers, employees of the maison relais, janitor and all other staff members. The consequences for the children, if they should neglect their duties, can be found on those same pages. The consequences for adults can be found on page 7.*

### WORKING TOGETHER

I have the right to work and learn in a quiet and good atmosphere.

It is my responsibility to always do my best, to be punctual, to do my tasks conscientiously and to contribute to the good and quiet atmosphere.

*Consequences if I should neglect my duties:*

1. My responsibility will be pointed out to me.
2. Adequate consequences will be applied, either from the class rules (school) or the group rules (maison relais).
3. With some help, I will think about my behaviour and I am willing to learn from it.
4. My parents will be informed.
5. A higher authority will be informed.

### ALL OF US TOGETHER

I have the right to a friendly and honest environment.

It is my responsibility to greet people, to be honest, polite and friendly.

*Consequences if I should neglect my duties:*

1. The others will think badly of my behaviour.
2. My responsibility will be pointed out to me.
3. With some help, I will think about my behaviour and I am willing to learn from it.
4. I apologise if necessary.

I have the right to feel secure in a safe school and maison relais.

It is my responsibility not to be rude to anyone nor to hurt people morally or physically or to put anyone under undue pressure.

*Consequences if I should neglect my duties:*

1. My behaviour will be stopped.
2. I will be held responsible if I hurt anyone.
3. I apologise.
4. Adequate consequences will be applied, either from the class rules (school) or the group rules (maison relais).
5. I will be put into "time-out".
6. My parents will be informed.
7. A higher authority will be informed.

I have the right to belong to the community, just as I am, to be treated fairly and to get support.

I have the right to follow the rules of our community, to be open to compromise and be fair. I will accept everyone just as they are and offer my support if needed.

*Consequences if I should neglect my duties:*

1. My responsibility will be pointed out to me.
2. With some help, I will think about my behaviour and I am willing to learn from it.
3. I apologise if necessary.
4. My parents will be informed.
5. A higher authority will be informed.

I have the right to a balanced diet and the appropriate information in regard to this.

It is my responsibility to eat healthily for my own well-being and to foster similar behaviour in my peers.

*Consequences if I should neglect my duties:*

1. My eating habits will be pointed out to me.
2. With some help, I will think about my eating habits and I am willing to accept advice.

## **IN OUR PREMISES**

I have the right to move around safely in our premises.

It is my responsibility to move carefully and slowly, without bumping into the others.

*Consequences if I should neglect my duties:*

1. I need to go back and take the same route a second time, only slower.
2. I apologise if I bump into anyone.

I have the right for my property to remain undamaged.

It is my responsibility to respect the property of other people and to leave it clean and undamaged in the state that I found it.

*Consequences if I should neglect my duties:*

1. I apologise.
2. I clean any object I may have made dirty.
3. I fix or replace what I have damaged.
4. I return what I have stolen.
5. My parents will be informed.

I have the right to a clean and sanitary toilet.

It is my responsibility to leave the toilets in a clean condition.

*Consequence if I should neglect my duties:*

I clean up myself.

The restrooms will be checked regularly.

## **IN THE MEDIA LIBRARY**

I have the right to borrow books, CDs and DVDs in our media library and to enjoy the quiet atmosphere.

It is my responsibility to respect the material and the peace and to follow the rules of the media library.

*Consequences if I should neglect my duties:*

1. My responsibility will be pointed out to me.
2. Adequate consequences will be applied, according to the rules of the media library.
3. My parents will be informed.
4. I will not be able to borrow anything anymore.
5. I will not be able to go to the media library without the presence of an adult.

## **AT THE GYM**

I have the right to take part in gym class and to use the equipment.

It is my responsibility to leave the equipment that I use undamaged and to tidy up afterwards. I need to wear appropriate sports wear.

*Consequences if I should neglect my duties:*

1. I will be asked to tidy up.
2. Without sports wear, I will not be able to take part in gym class
3. My parents will be informed.

## IN THE CHANGING ROOMS

I have the right to a clean changing room, where I can change undisturbed and where I can leave my clothes.

It is my responsibility to respect the belongings of other children. I do not touch anything that is not mine, and leave the changing room clean and tidy.

*Consequences if I should neglect my duties:*

1. I apologise if necessary.
2. I clean up. I return what I have taken and replace what I have damaged.
3. My parents will be informed.

## IN THE PLAYGROUND

*Regarding the school:*

I have the right to the presence of teachers during breaks, 10 minutes before and after school.

It is my responsibility to remain in the playground during the breaks.

*Consequences if I should neglect my duties:*

The police, my parents and the commune will be informed immediately.

I have the right to a pleasant time in the playground and to be able to rely on the help of the Pausenengelen (these being pupils who assist teachers and staff with the smooth running of break times in the playground).

It is my responsibility to follow the rules regarding the playground and to listen to the Pausenengelen.

*Consequences if I should neglect my duties:*

1. The attending teacher will send me into time-out.
2. I complete the handout I have been given.
3. I apologise to the *Pausenengelen*.
4. My parents will be informed.

### ***Regarding the maison relais:***

I have the right to the presence of the staff of the maison relais in the playground outside school hours, but I need to be registered with the maison relais to benefit from this.

It is my responsibility to remain in the playground during the time I am in the maison relais.

*Consequences if I should neglect my duties:*

1. My parents will be informed immediately.
2. The police and the commune will be informed.
3. My responsibility will be pointed out to me.
4. Piwitsch a.s.b.l. will be informed, who will decide on further consequences.

I have the right to a pleasant time on the playground during my time at the maison relais.

It is my responsibility to follow the rules that have been fixed for the playground.

*Consequences if I should neglect my duties:*

1. The attending teacher will send me into time-out.
2. My parents will be informed.

### **Rights, responsibilities and consequences for adults**

*For parents, teachers, employees of the maison relais, janitor and all other staff members.*

I have the right to information, which I receive in written form or at meetings.

I have the responsibility to read and reply to my mail and to attend meetings punctually and attentively.

*General consequences if adults should neglect their duties:*

1. My responsibility will be pointed out to me.
2. I conscientiously think about the critical feedback.
3. I apologise.
4. The appropriate higher authority will be informed.

## 6. Rules

### A) General rules for the whole school and maison relais

The school rules are recorded in the “règlement d’ordre intérieur” and in the student’s guide. This also applies to the rules of the maison relais which are recorded in the “règlement d’ordre intérieur”.

My parents and I have the right, at the beginning of each school year, to be given these documents with the appropriate explanations.

It is my responsibility to follow these rules.

*Consequences if I should neglect my duties:*

Adequate consequences mentioned in these documents will be applied.

### B) Class rules in school and group rules for the maison relais

I have the right to class- and group rules and I can take part in the creation of these.

I have the responsibility to follow these rules.

*Consequences if I should neglect my duties:*

Adequate consequences, according to the rules, will be applied.

### C) Specific rules

I have the right to homework tutoring and I can join the Pedibus, if I am registered.

It is my responsibility to follow the rules.

*Consequences if I should neglect my duties:*

Adequate consequences, according to the rules, will be applied.

## 7. Summary

Thank you to all those who helped create this Charter!

Let’s be strong and happy together with mind, heart and hands!

With the commitment of our signature, we are willing to do our best to respect “our Charter”. Date and signatures: .....