



Weekend Dorm Handbook

Some of our international students who attend Notre-Dame International High School program have chosen to live at the dorm on campus during weekends. This provides them **the opportunity to discover Paris and its various attractions and “quartiers”, visit museums, participate in cultural activities or enroll in various extracurricular activities.** It also provides 16+ students an opportunity **to learn autonomy and responsibility, improve their organizational skills and independence and gain maturity.** They enjoy unsupervised free time: time during which they need to demonstrate their ability to organize themselves in terms of planning and schedule, to respect rules and guidelines given by adults for their own safety, and finally learn to become a responsible young adult.

We will help you with this process and our weekend staff will be available for you anytime to assist you if you have any question or concern.

In this document, you will find answers to questions you may have about your future weekend routine.

Please also refer to:

- the Pledge of Conduct
- the Parents and Student Agreement
- as well as the Boarding Students Pledge of Conduct

signed by yourself and your parents to ensure that you have received and understood complete and accurate information about the rules and conditions of this experience.

Please note that all dorm rules described in an additional document naturally also apply during the weekends.

Orientation: During the first weekend, you will familiarize yourself with the weekend dorm staff. We will also show you how to buy your transportation tickets if needed (remember that you can order through us a transportation card at cost price), how to use the metro and train, how to find your way around Paris and we will assist you to buy your SIM card and/or mobile phone.

Supervision:

Our weekend staff will supervise the students:

- from 5 PM on Fridays to 12:30 PM on Saturdays
- from 7 PM on Saturdays to 12:30 PM on Sundays
- from 4.30 PM on Sundays.

Note that students staying on campus during free time are also supervised by the staff: they do not remain alone on campus.

The weekend staff will also be on duty 24H a day from Fridays 5 PM to Sundays 7 PM (especially during unsupervised free times).

They can be contacted for any issue during this time. **The weekend staff will have a mobile phone available 24H a day and the phone number will be communicated to students at the beginning of the school year. Students will be required to have an activated and working mobile phone with them at all times.**

In case of a real emergency, a 24H and 7 days emergency phone number is available for parents and students:

+33 (0)5 65 78 42 16



Weekend Dorm Schedule

Friday

16:30 – 17 PM: End of class, club activities, free time on campus or in town if parental authorization, snack

17 PM : Students report in front of the school

17:30 – 19:00 PM: Opening of the dorm, free time, meeting with the weekend supervisors to plan the coming weekend

19:00 PM – midnight: students are chaperoned and supervised for the evening dinner in town or take away on campus and for a leisure activity on or off campus, on students' initiative

Midnight: Lights out and computers/cell phones off.

Saturday

9:30 – 10:30 AM: wake-up and breakfast (NO showers before 8:30 AM)

10:00 – 11:15 AM: optional study time

11:15 – 12:30 PM: students and supervisors leave for Paris by train (students wishing or having to remain at school may do so and will be supervised), lunch at the student's own charge.

12:30 – 19:00 PM: unsupervised free time in Paris (weekend supervisor available in Paris for emergencies), lunch at the student's own charge.

19:00 PM: meeting point with the weekend supervisor in Paris city center

19:00 – 21:00 PM: students are chaperoned and supervised for the evening dinner in town and/or for a leisure activity

21:00 – 22:00 PM: journey back to the campus by train

22:00 – midnight: free time in boarding quarters

Midnight: Lights out and computers/cell phones off.

Sunday

10:00 - 11:30 AM: wake-up and breakfast (NO showers before 9:30 AM)

11:30 - 12:30 PM: students and supervisors leave for Paris by train (students wishing or having to remain at school may do so and will be supervised), lunch at the student's own charge.

12:30 – 16:30 PM: unsupervised free time in Paris or other location (weekend supervisor available in Paris or other location for emergencies), lunch at the student's own charge.

16:30 PM: meeting point with the weekend supervisor in Paris city center or other location

16:30 – 17:30 PM: journey back to the campus by train

17:30 – 19:00 PM: mandatory study time

19:00 PM: the regular weekly dorm schedule starts again



Communication chain during unsupervised free time

Students should be reachable at all times during the weekend.

In case a student is missing or late, the weekend staff will contact your child on his mobile phone and if he can't reach him/her, he will send an additional text message: "Hello. This is _____. I need you to call me immediately."

- If no response arrives within 5 minutes, the staff will send another text saying: "We need to speak with you immediately. We will call the police if we don't hear back within 5 minutes."
- If no response, then the staff will call the police immediately.

This process is in place to ensure your child's safety and allow quick action if required.

Proposed activities for free time on campus

- News on TV
 - Sports-organized or pickup games
 - Board games
 - Walk/jog in the park
- Etc. Students' initiatives are always welcome.



Off-Campus Activities

Several organizations in Verneuil offer activities for students to get involved in including music lessons, sports, horseback riding and sailing. Arrangements can be made for students to participate in these activities at the student's expense. Most activities are within walking distance but if not, a taxi service can be scheduled.

Students are responsible for their extra-curricular transportation costs and activities. Please check this page: <http://www.ndihs.com/extracurricular-activities>

Week-end suggested outings

Opera Garnier, Disneyland Paris, Latin Quarter/Odeon, Versailles, Galeries Lafayette (especially at Christmas time!), Pantheon, Champs Elysees, Paris catacombs, Centre Pompidou, Notre-Dame, Montmartre, Marais, Place des Vosges, Louvre Museum, Giverny, Luxembourg Garden, Tuileries Gardens, Eiffel Tower, Sacré Coeur, Petit Palais, and many more!

Check Tourism Information: <http://en.parisinfo.com>

Check Paris for the Youth: <https://jeunes.paris.fr>

Check Paris for Free: <http://en.parisinfo.com/discovering-paris/themed-guides/paris-for-free> Check

Cultural Events in Paris: <http://www.sortiraparis.com/lang/en>

Week-end suggested excursions

- Paris walk guided tours
- Cruise on the river Seine
- Ice rink at the Grand Palais / Eiffel Tour / Christmas market in Paris



- English speaking movies in central Paris
- and many more

Paris transportation

The school is located in Zone 5 of the Paris transportation area: http://www.ratp.fr/en/ratp/c_20558/maps/

We offer full time boarders (coming for a complete school year) the option to buy and arrange their local travel card one month before arrival in France, so that they can use it from the first weekend onwards. The local travel card is called Imagin'R.

It costs 360 euros for 13 months and allows students to travel unlimited to and in Paris during weekends, including to airports (excluding Orlyval). On receipt of your payment and an ID picture we will send the Imagin'R booking form together with the required French cheque to the public transport's agency and collect the card for your child.

Students may also buy their own transportation tickets for the weekends. This is more expensive than using the Imagin'R card.

A one-way train ticket from Vernouillet-Verneuil (this is the name of the closest train station to the school, about 5-10 minutes walking distance) to **Paris Gare St Lazare**; the one-way ticket currently costs about **7 euros**.

Students will travel on the Transilien, line J: Paris Saint-Lazare - Poissy – Mantes La Jolie. Trains run every 30 minutes and the journey lasts about 30 minutes.

Be careful: all trains do not stop in Vernouillet-Verneuil, so when you use this line, check that the train you wish to take stops at the Vernouillet-Verneuil train station (note that students will travel accompanied by the weekend staff before and after unsupervised free times).

How to use the Parisian Metro: <http://www.atkielski.com/PDF/data/ParMetro.pdf>





INFRACTION	MINIMUM CONSEQUENCE
Noise after 10pm Late for Curfew (out of room after midnight) Misbehaviour with roommates and classmates Impossibility to reach the student on his/her mobile phone during unsupervised free time with no valid or acceptable reason	<u>First time:</u> Verbal Warning <u>Second time:</u> Written Warning <u>Third and following times:</u> Detention (unsupervised free time cancelled) May lead to suspension or exclusion if repeated.
Late for Meeting Times after unsupervised free time (up to one hour, with no valid or acceptable reason); students always need to inform the staff if they are going to be late.	<u>First time:</u> Written Warning <u>Second and following times:</u> Detention (unsupervised free time cancelled) May lead to suspension or exclusion if repeated.
Late for Meeting Times after unsupervised free time, without notice (from one hour): the police will be informed immediately as soon as a student is missing for more than one hour after required returning time	Suspension and Exclusion
Dorm Facility Misuse or Damages	Written Warning (up to suspension or exclusion in case of a major misuse or damage) and replacement or payment for the damages.
Disrespect (demonstrating disregard to the staff)	<u>First time:</u> Verbal Warning <u>Second time:</u> Written Warning <u>Third and following times:</u> Detention (unsupervised free time cancelled) May lead to suspension or exclusion if repeated.
Tobacco (see Tobacco Policy in Student Handbook): A student shall not possess or use tobacco in any form in school buildings, on school property, or at any school, or staff sponsored events or activities, regardless of the student's age.	<u>First time:</u> Verbal Warning <u>Second time:</u> Written Warning <u>Second and following times:</u> Disciplinary Action for the use of tobacco may include assignment to a Smoking Cessation Program, detention, suspension and/or exclusion.
Alcohol & Drugs (see Drug/Alcohol Policy in Student Handbook)	Immediate suspension pending consideration of exclusion.
Other infractions	Please refer to the Student Handbook