

Dorm life offers a unique social environment that comes with its own challenges and benefits. In order for our students to be successful in school and to grow intellectually and socially we have set up a system that will help them reach their potential. In order for students to benefit as much as possible, the dorm has established the following expectations.

Article 1: Inspections

A check-in/out inspection and inventory is made of all rooms and common areas at the beginning and end of the school year by the dormitory staff. Any damage to school property will be charged to the student's family.

A room key is given to each student at the beginning of the year. The cost of replacement of this key is 150€.

Article 2: General behavior

The school rules common to the entire establishment also apply in the dormitories. The dorm rules of NDLO apply to all boarders and many are mentioned in the student handbook. We want to draw particular attention to the following:

Respect for oneself, for others and for the educational institution

Students must be polite and well-behaved at all times. Students must always be respectful towards each other, both on campus and in the surrounding area. They must behave appropriately with all school personnel, particularly the group of supervisors under the authority of the director of the boarding quarters.

Dress-All clothes must be clean, decent, and conducive to the school learning environment. Dirty clothes, torn clothing, clothing with holes, and clothing that is revealing are not acceptable. If a student's attire is unacceptable, it will be brought to the attention of the headmaster.

All sales and consumption of energy drinks are prohibited on the campus (cf. circulaire no 2008-229 of 11/07/2008).

2. Tobacco, alcohol, and toxic substances

The French anti-smoking law bans smoking on all school campuses (2006-1386 Decree of 15 November 2006) and is enforced on campus. Failure to respect the ban on smoking in the facility and or in the park will result in sanctions. This also includes the use of electronic cigarettes.

Any use or possession of drugs, alcohol or other toxic substances may result in IMMEDIATE DISMISSAL. This sanction is applicable, independently, to any person who has facilitated, by any means whatsoever, and at any time whatsoever, the introduction and/or consumption within the campus of alcohol, tobacco, or any other product described as narcotic by French law.

3. Cell phone and technology use.

The use of cell phones, headphones, games, electronic consoles, and any other connected devices is only allowed outside of school buildings from 8:30 to 17:30 but is allowed when students are under the responsibility of the dormitory staff.

Cell phone: from 17:30 to 22:30-permitted in the dormitory with the exception of in the study room
From 22:30 to 7:00-use is not permitted

Portable speakers are prohibited from campus (park and buildings).

If these rules are violated, the devices will be confiscated for five days and returned by the dormitory director.

4. Losses and theft

Without waiving its educational role, the school cannot accept responsibility for valuables (jewelry, credit cards, cell phones, etc.) or money that students bring to school. Students are responsible for the supervision and security of their personal property.

5. Meals: Dinner and breakfast

Students take their meals, dinner and breakfast, in the canteen and the posted hours must be respected (see article 4). The following are examples of the types of food to expect at breakfast, gouter, and dinner:

Breakfast (7am to 8.15am):

Cereals

Yogurts

Jam, Fruit

Bread, and pastries

Tea, hot chocolate

Afternoon snack (4.30pm):
Cakes, juice, fruits, milk, pastries

Dinner (Food is cooked on site. It is balanced and varied):
Starters : salads, deli meats, soups, etc.
Hot plates: meat or fish with vegetables and starch,
hamburger or pizza
cheese and dessert

Food and drink are not to be consumed in bedrooms or hallways of the dormitory.

Food is not to be stored in bedrooms, except some non-perishable products in small quantities and water. This rule is in place for hygiene reasons in bedrooms but also for the health of the students.
Takeout food from area restaurants is not permitted in the dormitories.

Article 2: Bedrooms

2.1 Security: For safety reasons, coffee makers, electric kettles, refrigerators, microwaves, electric heaters and other electric appliances are not allowed in the bedrooms. The NDLO staff will confiscate any items of this type found in the dormitory rooms during frequent mandatory inspections. Bedrooms are reserved for students' personal study and rest. They are not places for meeting and entertainment.

In case of a fire alarm, regardless of the time, all students must IMMEDIATELY vacate the building. Fire drills will be held each trimester in the evening to practice evacuation procedures. Any false fire alarm activation or tampering with the fire alarms or smoke detectors will result in disciplinary action up to and including dismissal.
All students must turn off their lights and close their windows before leaving their room for the school day.

2.2 For sanitary reasons, it is prohibited to have animals in the dormitory.

Article 3: Packing

Students should bring enough clothing to last two weeks but space is limited so pack accordingly. A bathrobe and slippers must be worn to and from the shower.

Article 4: Dormitory schedule

4.1 Monday morning to Friday morning:

- 7:00 Wake-up (NO showers before 6:45)
- 7:00-8:15 Breakfast
- 8:25 All students leave the dormitory. Students report to class by 8:30 prepared for the entire school day
In case of illness, student reports to the infirmary at 8:30
- 8:25-17:30 **Dorms locked.** If teachers are absent, the dormitory remains closed and students will go to the study room in school or the CDI.
- 16:30-17:30 Snack and relaxation time-served Mon-Thurs in the cafeteria. Students in good standing are permitted to go off campus at this time, the CDI is open for quiet study time (most days).
- 17:30-19:00 Activities OR study time. Study time in bedrooms or supervised study time for students requiring extra structure.
- 19:00-19:30 Dinner and free time (cafeteria and permitted areas on campus)
- 19:30-21:15 Second study time or free time inside
NO SHOWERS AFTER 21:30
- 21:15-22:30 Quiet time in your own room
- 22:30 Silence (no cellphones, computers, tablets)
- 23:00 Lights out (22h30 on Sundays)

* Weekend schedule is communicated separately

4.2 Suggested activities for free time

- Movie night, board games
- Sports-organized or pickup games in the park or gym
- Board games
- Walk/jog in the park

Off-Campus Activities (with parent's authorization)

There is a public swimming pool within walking distance of the school. Several organizations in the area 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 or accessible by bus. Students are responsible for their extra-curricular transportation costs. Activities must be scheduled to allow students to be back in their rooms by curfew. All off-campus activities must be approved by and coordinated with the assistance of the dormitory staff.

Dorm students are permitted to leave campus daily from 16h30-17h15. **Students returning late (after 17h15) will not be permitted to leave campus the following day(s).**

4.3 Health issues

Health problems and treatments must be reported to the nurse, to the dormitory director, and mentioned on the medical information sheet (confidential medical information can be sent in a sealed envelope to the school nurse).

Medicine must be taken either in the infirmary or in the dormitory director's office and must not be kept in the rooms.

For foreign students, in case of treatment, a prescription of less than 3 months, translated entirely in French, the legal representatives can request a PAI.

To leave the establishment in case of illness, the student must have seen the school nurse or the dormitory director who will notify the family and the appropriate school director. **For a minor student, if a return home is necessary, the legal representative (parent or host parent) must pick him up, as quickly as possible, from school.**

Attention, we cannot welcome a sick student or one with a fever at the beginning of the week **at the risk of an immediate return home.**

4.5 Weekend departure on Friday

With the exception of students registered for seven-day boarding, dormitory students do not have the possibility of going upstairs on Fridays after class. They must organize themselves to deposit their luggage in the morning in the room indicated by the educators of the day school.

No authorization or derogation will be granted to interns to stay on the premises of the boarding school.

Only 7-day boarders are permitted on campus and in the dorms between 17h30 on Friday and 19h00 Sunday.

Article 5: Correspondence with dormitory students

Mail is delivered every day to the dormitory.

Correspondences should be addressed as follows:

Name of student- internat
Notre Dame IHS
106 Grande rue
78480 Verneuil-sur-Seine

Cell phone/computer/tablet use is allowed before 22h30 as long as it doesn't interfere with school work or other boarders. Abuse and annoying others around you with loud conversations will not be tolerated and could result in the cell phone being confiscated.

Article 6: Absence

All absences from the dormitory due to illness or otherwise must be immediately communicated to the dormitory supervisor by telephone (+33 (0)6 70 50 26 70 or +33 (0)6 34 91 67 00) or by email at the following address: d.elsner@ndoverneuil.fr

Article 7: End of the year Departure

The dormitory students must depart from the boarding quarters no later than the official exit date at the end of the semester or school year depending on their enrollment. These dates will be communicated on the school calendar.

The school does not store returning students' belongings over the summer. It is the student's responsibility to make arrangements for excess luggage prior to departure.

Dorothee ELSNER
Dormitory Director

G. LESAGE
Chef d'Etablissement

Info for parents of dormitory students:

1. Reception of dormitory students:

Arrival day is **Thursday, September 1 from 2:00pm** for all **boarding** students. On arrival day only, it is possible to enter the campus with a car. Dorm students and their parents will be welcomed by the director of the dormitory, Madame Dorothee ELSNER.

2. VEHICLE ACCESS:

Families who drive their child on Sunday evening are not allowed to bring their car onto campus for safety reasons. Access by car to the boarding school building is only possible on arrival day and on the official exit date.