# **SCHOOL OPERATIONS**

5000

## **Student Handbook Policy**

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#### **Rationale**

Students and parents need to have information about school expectations available to them.

### **Policy**

It is the policy of Stichting AFNORTH International School Brunssum that student handbooks will be made available to students and parents each year.

## **Guidelines**

- 1 The student handbook shall be updated annually.
- The national sections shall collaborate in the preparation of student handbooks for the various age groups. The German section shall prepare a handbook for the German section.
- The student handbook shall include regulations and information items such as: academic mission and vision, code of conduct, school calendar, administration of medication, anaphylaxis, inclement weather, emergency protocol, attendance procedures, and dress code.

#### Review

This policy shall be reviewed in accordance with Policy Development and Review Policy 1020.

<u>Cross Reference</u> <u>Date Approved</u> <u>Legal Reference</u> 8 November 2011