

## **Regulations governing general rules of conduct for all upper secondary schools in the county of Trøndelag**

### **Pursuant to:**

§§ 9 A-10 and 9 A-11 of the Education Act (*Opplæringsloven*)

[Norwegian Directorate for Education and Training directive on rules of conduct \(Ordensreglement Udir-8-2014\).](#)

Approved by the county councils in Nord and Sør-Trøndelag and the Joint Committee (*Fellesnemnd*) in Trøndelag in June 2017. Effective from 1 August 2017.

*Clarification of the use of tobacco/e-cigarettes outside the school area in accordance with §27 of the Prevention of the Harmful Effects of Tobacco Act (Tobakksskadeloven), added to §5 of the regulation.*

### **§ 1 OBJECTIVE**

These regulations are intended to help ensure a good and safe learning environment and to contribute to effective teamwork, well-being, respect and shared responsibility. The goal is to promote orderliness and good work habits and, through doing so, enable effective learning.

These rules and regulations provide standards for

- Goal-setting for the school environment
- Conduct guidelines
- Consequences for violating the guidelines

### **§ 2 SCOPE**

These regulations apply to all students at school during school hours. They also apply to students engaged in different forms of education and activities organised under the responsibility and direction of the school outside of the school, such as study tours, excursions and vocational training. The regulations also apply to the way to and from school.

Violations that take place outside of school hours and outside of school, but that are based on the school situation or affect it, are also covered by these regulations. The regulations apply to students of all upper secondary schools in Trøndelag.

Each individual school can include specific regulations in §7 for the school's classrooms and special rooms, dormitory and student housing, as well as for the handling of weapons and other objects that may cause harm if used improperly.

### § 3 SCHOOL AND LEARNING ENVIRONMENT

A good school and learning environment is essential for good learning. The school shall work actively and systematically to promote a good psychosocial environment, in which every student is undisturbed in his or her work and experiences a sense of safety and social belonging. It is important to show consideration, respect and shared responsibility and to avoid or prevent behaviour with a negative impact on the environment.

Both students and staff of the school are responsible for contributing to a good school and learning environment.

The students shall be treated with respect and consideration by both the school staff and other students. There shall be zero tolerance for offensive behaviour, bullying, harassment or discrimination. The students shall comply with the legal requirements, regulations and instructions that apply at all times.

Students who become familiar with confidential information through their work have an obligation of confidentiality pursuant to the Public Administration Act (*Forvaltningsloven*) § 13 – 13f, as well as the Personal Data Act (*Personopplysningsloven*). This obligation of confidentiality also applies after the student has completed his or her upper secondary school education.

There shall be openness and good communication between students, the school and parents. As a rule, problematic situations shall be addressed and discussed.

### § 4 ORDERLINESS

The students are required to maintain orderliness. This means

- arriving at school and in class on time. If students turn up less than 15 minutes late for a lesson, this is considered tardiness. If students turn up more than 15 minutes late for a lesson, this will result in absenteeism for the entire lesson
- notifying a teacher /submitting a request to a teacher if the student is unable to attend class
- notifying a teacher/submitting self-certification of absence/other documentation when absent due to illness
- being present at school unless absence is necessary due to illness or special circumstances. Going on vacation is not considered necessary absence.
- bringing the necessary learning materials and tools
- helping to keep the school grounds clean and tidy
- handing in mandatory work by the deadline
- following the county municipal IT regulations

## § 5 CONDUCT

The students are required to demonstrate good conduct. This means

- behaving honestly, politely and pleasantly
- treating fellow students, teachers and other staff with respect
- actively participating in the education
- respecting the school's and other people's property

Students shall *not*:

- bully or harass others in any way
- smoke, chew tobacco or be under the influence of narcotics on the school grounds or other educational sites during school hours. E-cigarettes are not permitted. The ban on the use of tobacco and/or e-cigarettes applies during school hours, regardless of location
- carry weapons or objects that could be used to inflict harm, frighten or threaten others. Separate rules apply to schools in which the education entails the use of weapons or other dangerous instruments that can cause harm (pursuant to § 7)
- cheat or attempt to cheat on tests or assignments
- use the school's online resources to download, read or spread pornographic, racist or other material that could be offensive to other students or school staff
- use mobile phones, computers or other electronic devices in a manner that disrupts the education process or is offensive to others

## § 6 CONSEQUENCES FOR VIOLATING THE CODE OF CONDUCT

The student's assessment for orderliness and conduct is based on these rules and regulations. The student's assessment for orderliness and conduct is an overall assessment of the student's compliance with the code of conduct over a longer period of time.

The response to a violation must be proportional to the severity of the violation. Violations of these rules and regulations can have the following consequences:

1) Confiscation of objects that disrupt the lesson or can appear threatening or destructive in the school environment

- Confiscation means that the school will hold onto the items concerned in a responsible manner for one school day

2) Expulsion

- The subject teacher can expel a student from class for up to two hours
- The principal can expel a student from school for up to five days

- If the expulsion lasts longer than two hours, an individual measure will be determined, with the possibility for the student to object to the decision. Before an individual measure is taken, the student and the student's parents or guardians (if the student is a minor) will be notified and given the opportunity to respond within a reasonable deadline. The school will first determine whether it is possible to respond in a different and more appropriate manner. Rules for procedure, individual measure, the right to notification, explaining oneself and objecting to a decision are based on the Public Administration Act, Education Act and assessment regulations.
- The county municipality can decide to expel a student for the remainder of the school year

### 3) The student is sent home/excluded from a school trip

- The principal can implement an individual expulsion measure

### 4) Transfer to a different school

- A student can be transferred to a different school as, for example, a measure for safeguarding the other students' right to a good psychosocial environment. The county municipality can implement an individual measure on this in keeping with the rules of procedure for individual measures in accordance with the Public Administration Act.

### 5) Liability for damages

- Students or parents/guardians can expect to be held liable for damages such as vandalism in accordance with the Damages Act (*Skadeerstatningsloven*). An agreement can be made with the school to give the student the possibility to personally repair the damage

### 6) Lower grade for orderliness or conduct

- Normally the teacher cannot solely consider a single incident when determining the student's grade for orderliness or conduct. An exception may be a particularly reprehensible or serious single incident, such as serious physical violence. In such cases, the decision to lower the student's grade for order or conduct may also be imposed as a sanction

### 7) As a rule, criminal behaviour will be reported to the police

## § 7 SEPARATE RULES FOR INDIVIDUAL UPPER SECONDARY SCHOOLS

*Schools can establish their own separate rules within the framework of these rules and regulations. These separate rules may not conflict with the general rules and regulations.*