



## **School Internal Regulations (SYNOPSIS)**

The Internal Regulations of Centro de Estudos de Fátima establish the rules that define the running of the school, of each of its management and administrative entities, its guidance structures and administrative, technical and technical-pedagogic services as well as the rights and duties of the members of the school community.

All the members of the school community as well as all the visitors and users of school settings are required to know and respect the rules set in the present regulation and in The Portuguese law.

In addition to the rights stipulated by law, it is considered that the students' main duties are the following:

- To be treated with respect and rightness by all the elements of the school community;
- To have access to a quality teaching in equal terms with the other students;
- To be recognized for their worthiness, value, assiduity and commitment;
- To benefit from the different aids provided by the school;
- To have their safety and assistance provided in case of accident;
- To be informed about existing school activities and projects.

On the other hand, the students' main duties, besides those stated by law, are the following:

- To cooperate with the teachers by following their instructions;
- To attend school regularly, be punctual and responsible
- To justify the absence within three days;
- To attend school activities:
- To treat people in a respectful, correct and loyal way.
- To have in their own possession the school material as well as the student card and school register;
- To know and follow the Student Statute.

It is strictly forbidden:

- to possess or consume addictive substances or to promote any form of traffic;
- to carry any substances or objects that may pose a risk to themselves or to others ;
- to make use of technological devices during classes without the teacher's permission;
- to broadcast , in any way, sounds or images recorded or taken at school;
- to leave school without permission during the school time.

Parents / guardians' main duties are the following:

- To supervise their children's school life;
- To communicate with school on a regular basis;
- To take part in school life;
- To cooperate so that their child/ pupil will respect his/her duties;
- To learn about the documents that prevail school life;
- To be responsible for and repay school for the damage caused by their child / pupil.