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SCHOOL TWINNING REGULATION

Premise

Twinning with foreign schools, as well as guided tours and educational trips constitute complementary initiatives to the activities of the school for the purpose of global training; they must be considered as "school time", therefore the participants are required to observe the rules of conduct established by the institute for safeguarding one's own and others' security and for a proper civil cohabitation.

Admission Requirements

In order to be admitted to the twinning projects the student must have reported, *condicio sine qua non*, a behavioural assessment (referring to the scrutiny immediately prior to the voyage) which is not less than 8/10, and must not have committed serious infractions in the period between the application submission and the departure. No exceptions will be allowed to this condition.

1. Visits have a duration ranging from a minimum of 7 days to a maximum of 15 and include:

- a phase in which each student hosts his or her twin school correspondent;
- another in which the same is hosted for a period of time similar to the hospitality received.

2. During the stay the hosted student will live the typical daily routine of their own correspondent, will take part in the activities organized by the school and will be commended into families' care who are responsible when students are outside the common program agreed between the twin institutions.

3. During the scholastic activities the didactic guide and the students' supervision is entrusted to the teachers of the host institution; during the excursions and in the common activities they are charged to the accompanying teachers.

4. The accompanying teachers support the students by coordinating the teaching activities, lending assistance if difficulties arise (in any field), mediating with colleagues and with the direction of the partner institution.

5. Twin institutions should agree on a common theme around which to organize groups and work activities for a multifaceted cultural comparison, which is useful for one greater mutual knowledge and for the growth and training of the students involved.

6. The family of the host student offers board and lodging for the entire duration of the exchange in their country. Main meals (breakfast, lunch and dinner) can be consumed at home or away from home, at the choice of the family, but they are still borne by the host.

As far as food is concerned, it is necessary to take into account any food allergies or intolerances reported by the hosted student.

7. The host family guarantees reception conditions that respect the fundamental hygienic-sanitary rules: cleaning of the environment reserved for the guest, fresh linen and towels of laundry on arrival (to be changed once or twice during the stay, if it is prolonged), bath products etc.

8. In the pairing of the students it has to be taken into account, together with the affinity manifested, also any special needs (eg allergies to pets or particular environmental situations).

9. Collective excursions organized by the school, travel expenses and accompanying teachers flight tickets burdens on participants.

10. The guest participates in family life, taking part in the usual activities and eventual excursions or visits that the family intends to plan individually without increasing costs.

11. During twinning students are required:

- show respect for the rules indicated by the accompanying teachers or by the teachers of the partner institute or host family;
- maximum punctuality in respect of the group, the host family and the organization in general;
- respect for the environment and structures, buildings and means of transport;
- not to leave and not to undertake personal initiatives without prior authorization of the responsible teacher or host family;
- to participate in all the didactic activities foreseen by the program, under the direction and the supervision of appointed instructors, without taking autonomous initiatives;
- In particular, pupils can not participate in games, competitions, events that represent some risk for their own safety and that can compromise the success of the twinning.

12. If a student, for whichever reason, cannot take the return flight, his/her parents, in the absence of an accompanying teacher who can remain with him/her, will organize his return, in agreement and with school assistance and will pay for extra costs.

Any episodes of violation of this regulation will have disciplinary consequences in place. Any damage will be paid back by the students responsible for that or jointly by families.

If the student is held responsible for the intake of alcoholic beverages and / or prohibited substances (documented by medical certification), the school will charge families the sum of 1000 euros (one thousand) over the reimbursement of expenses of the teachers who will eventually be forced to stay on site.

The Class Council will be able to dispose of no further participation of students on subsequent trips education, twinning or similar projects.

It will however be the task of the Class Council to assess the disciplinary profile of the students.