



WASHINGTON SCHOOL

RULES AND REGULATIONS  
SECONDARY SCHOOL

2020



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WASHINGTON SCHOOL IS AN INSTITUTION THE MISSION OF WHICH IS TO PROVIDE A QUALITY STEP-FORWARD EDUCATIONAL SERVICE, WITH HIGH ACADEMIC STANDARDS PROMOTING IN ITS STUDENTS THE DEVELOPMENT OF INTELLECTUAL, PHYSICAL, EMOTIONAL AND MORAL SKILLS, FORMING PEOPLE WHO COULD WORK ON THEIR OWN GROWTH TOWARDS A USEFUL INSERTION IN SOCIETY.

## SCHOOL PHILOSOPHY

Our Institution focuses its education on the person to slowly but steadily help achieve a harmonious development of one's physical, psychological and spiritual skills, towards maturity of personality.

We consider education must be integral, walking together with the students` growth in a close relationship with all the protagonists of the learning process: students, teachers and families. Through a responsible guidance, students elaborate their own and strong criteria which will let them develop their whole potential as a person.

We foster an education based on autonomy, which will grow progressively with the orientation of parents and teachers towards a responsible freedom.

As a social being, immersed in a community, we aim at an education where the student becomes an active member of society:

- **Handling communication skills, as necessary tools for the future.**
- **With a critical attitude, conscious of the need of their leading role in the moment we live as agents of change.**
- **Accepting differences, integrating and seeking a good co-existence among ethnicities and creeds to build a more human and fair world.**

We promote a critical education fostering the interpretation of reality, the learning of information tools in this ever-changing world, so that it could be adjusted and transformed. Our Institution is a living community of teachers and learners, where the formative aspect has predominance above an informative one, where dialogue and co-existence are given a priority, building a team in constant process of learning and as an integral body in the following values:

**RESPECT - TRUTH - HONESTY - SOLIDARITY - PEACE -  
NON-VIOLENCE - JUSTICE - LIFE DEFENSE AND EQUALITY.**

As educators, our commitment is to develop quality, active, flexible and collaborative teaching, which helps students produce, ask, adjust to changes and use technology appropriately.

We adopt a progressive and agreed pedagogy, through the encounter and revision of ideas and methods, experiences and attitudes. We sustain a teacher ongoing learning process, essential to qualify in teaching techniques and make this task more efficient and real.

We encourage our learners to be active protagonists of their own education, participating progressively, according to age and responsibility, making them conscious of their work and effort as part of their personal and social construction.

We believe that learning is completed through the joint work of families and teachers.

Therefore, it is essential the support and participation of families in the learning process.

## INTERNATIONAL BACCALAUREATE- PRIMARY YEARS PROGRAMME (IBPYP)

Washington School is a **World School member of the International Baccalaureate Organization.**

This Programme held all throughout Kindergarten and Primary School is definitely oriented to help our students develop the following attributes and skills:

**Inquirers:** They develop their natural curiosity. They acquire the skills necessary to conduct inquiry and research and show independence in learning. They actively enjoy learning and this love of learning will be sustained throughout their lives.

**Knowledgeable:** They explore concepts, ideas and issues that have local and global significance. In so doing, they acquire in-depth knowledge and develop understanding across a broad and balanced range of disciplines.

**Thinkers:** They exercise initiative in applying thinking skills critically and creatively to recognize and approach complex problems, and make reasoned, ethical decisions.

**Communicators:** They understand and express ideas and information confidently and creatively in more than one language and in a variety of modes of communication. They work effectively and willingly in collaboration with others.

**Principled:** They act with integrity and honesty, with a strong sense of fairness, justice and respect for the dignity of the individual, groups and communities. They take responsibility for their own actions and the consequences that accompany them.

**Open-minded:** They understand and appreciate their own cultures and personal histories, and are open to the perspectives, values and traditions of other individuals and communities. They are accustomed to seeking and evaluating a range of points of view, and are willing to grow from the experience.

**Caring:** They show empathy, compassion and respect towards the needs and feelings of others. They have a personal commitment to service, and act to make a positive difference to the lives of others and to the environment.

**Risk-takers:** They approach unfamiliar situations and uncertainty with courage and fore- thought, and have the independence of spirit to explore new roles, ideas and

strategies. They are brave and articulate in defending their beliefs.

**Balanced:** They understand the importance of intellectual, physical and emotional balance to achieve personal well-being for themselves and others.

**Reflective:** They thoughtfully consider the world and own ideas and experience. They work to understand strengths and weaknesses in order to support their learning and personal development.

The **PRIMARY YEARS PROGRAMME** is one of the three programmes the **INTERNATIONAL BACCALAUREATE** has designed for children from 3 to 11 years of age; it is acknowledged as an international, quality and demanding academic programme.

**The PYP is a transdisciplinary Programme of Inquiry.** Teachers and students are guided through a series of basic questions when the units of inquiry are designed so as to foster exploration and study. The above mentioned are called Transdisciplinary Themes; they are six:

**WHO WE ARE, HOW WE EXPRESS OURSELVES, WHERE WE ARE IN PLACE AND TIME, HOW THE WORLD WORKS, HOW WE ORGANIZE OURSELVES AND SHARING THE PLANET.**

Together, these themes evoke ideas of both local and global meaning while showing shared interests of all the people, notwithstanding where they live or to which culture they belong. What students know and want to know is taken into consideration to plan the Units. This helps teachers take into account their needs and students realize their questions are driven into their teachers' plans and assessment.

Being conscious of this aspect increases motivation and makes the learner feel totally involved in the process of teaching and learning.

The Programme is based on the contents of traditional disciplines: Language, Maths, Social Studies, Science and Technology, Art, Personal, Social and Physical Education but is basically focused in the development of concepts, knowledge, skills, attitudes and the practice of responsible actions.

## CREATIVITY ACTION SERVICE

**Washington School** values not only its students' intellectual achievements but also a committed and responsible attitude towards others and the Planet itself.

Therefore, we work on the Learner Profile and promote activities which will give the students the chance to choose which the best way to act is.

At School pupils actively participate in different proposals related to different organizations in need of our help.

## RULES OF CO-EXISTENCE

It is part of our daily work to let our students know, accept and respect their rights and duties as well as those of their teachers' so as to get an appropriate co-existence with the whole school community, within and outside the school environment (classroom, arrivals and exits, lining-up in groups, lunchroom, library, school buses, outings, sports field, educational trips).

Teachers and Office strongly try to keep our environment orderly and to stimulate autonomy in students, with adequate and timely interventions, letting everybody know the rules, constantly reminding their existence, helping the compliance of such rules with an active and constant presence.

Faculty's aim is to guide, lead to, facilitate and rationalize co-existence in daily work; to be conscious of virtues and values.

Rules help students achieve their objectives as individuals and therefore achieve a whole integral education in a context of authority which will let them create an inner structure into a mature personality.

Habit formation of respect, compliance, responsibility, hygiene and appearance together with the growth of positive attitudes are the focus in our work as regards this aspect.

We promote a discipline system based on attitude and habit formation, personal, free, responsible and preventive:

**Formative:** in the sense that discipline must guide the child or adolescent to be educated in a renewed inner attitude, positive in values.

**Personal:** teaching must take into account individual differences. Each group and student is fully rich in attributes which must be highlighted and shown. This atmosphere seeks the generation of communication, openness and the development of creativity in students with the consequent personal initiative, participation and imagination.

**Free and Responsible:** Our schooling seeks to educate students in an integral way, as responsibly free individuals.

**Preventive:** The idea is to actively reflect upon rules and regulations trying to make students feel the presence of teachers as guides.

## STUDENTS' AND FACULTY'S RIGHTS AND DUTIES

Students are committed to work towards the best co-existence possible, respecting the following declaration of rights and duties of our School Co-existence Code:

### STUDENTS' RIGHTS

**Art. 1: To learn**

**Art. 2: To receive an integral education which ensures the development of personality with equal opportunities**

**Art. 3: Not to be discriminated.**

**Art. 4: To respect one's moral and physical integrity.**

**Art. 5: To enjoy freedom of thought, consciousness, opinion and speech, in an academic context.**

**Art. 6: To share a pleasant environment adequate to needs of health, hygiene and safety.**

**Art. 7: Not to make public personal circumstances, preserving confidentiality.**

**Art. 8: To receive professional guidance and support.**

**Art. 9: To be clear, objectively and honestly assessed, knowing the criteria for such evaluation or assessment.**



**Art. 10: To play in a place prepared for this action.**

## STUDENTS' DUTIES

**Art. 1: Not to discriminate.**

**Art. 2: To express correctly and in a context of mutual respect.**

**Art. 3: To preserve moral and physical integrity of all the members of our school community.**

**Art. 4: To respect freedom of thought, consciousness, opinion and speech of the school community.**

**Art. 5: To respect National and Institutional symbols.**

**Art. 6: To respect the teachers' right to teach and the other learners' right to learn.**

**Art. 7: To preserve the right to privacy of all the other members of our community.**

**Art. 8: To respect our School Philosophy.**

**Art. 9: To respect School rules and regulations, as regards:**

**a) Punctuality and attendance**

**b) Personal appearance**

**c) School Uniform**

**d) Caring of School elements and premises.**

**Art. 10: To responsibly participate in all School activities.**

**Art. 11: To relate with respect to all the adults of the Institution.**

## TEACHERS' RIGHTS

**Art. 1: To teach**

**Art. 2: Not to be discriminated.**

**Art. 3: To enjoy freedom of thought, consciousness, opinion and speech.**

**Art. 4: To share a pleasant environment adequate to needs of health, hygiene and safety.**

**Art. 5: To preserve their right to privacy.**

**Art. 6: To stay informed, oriented, assisted and legally supported by school**

**authorities.**

**Art. 7: To receive adequate and constant teacher training.**

**Art. 8: To be acknowledged academically, in salary and to receive social protection.**

**Art. 9: To be provided of the necessary environment to teach the corresponding disciplines.**

**Art. 10: To freely teach their discipline.**

## TEACHERS' DUTIES

**Art. 1: Not to discriminate**

**Art. 2: To preserve moral and physical integrity of all the members of our school community**

**Art. 3: To respect freedom of thought, consciousness, opinion and speech of the school community**

**Art. 4: To comply with one's teaching practice with expertise.**

**Art. 5: To preserve the right to privacy of all the other members of our community.**

**Art. 6: To know and respect our School Philosophy.**

**Art. 7: To respect School rules and regulations as regards the following:**

**a) Punctuality.**

**b) Personal appearance.**

**c) Caring of School elements and premises.**

**Art. 8: To train and keep updated.**

**Art. 9: To get organized and plan timely and adequately considering the characteristics of each group.**

**Art. 10: To honestly guide students.**

**Art. 11: To assess in a clear, objective, fair and coherent way.**

**Art. 12: To inform the School community about anything deemed necessary.**

**Art. 13: To actively participate in the formation of students' attitudes and habits respecting these Rules and Regulations and the decisions taken by the Office.**

## FAMILIES' COMMITMENT AND RESPONSIBILITY

1. To know and accept the aims, objectives, School Rules and Regulations, Code of Co-existence and all the decisions taken by the BOD or Office of each level at School.
2. To collaborate with the compliance of these Rules and Regulations and the Code of Co-existence.
3. To guide and stimulate their children in all aspects of their schooling.
4. To agree with and support every aspect related to habit formation as regards: order, compliance, personal hygiene, attendance and punctuality and in the basic rules of co-existence, such as mutual respect, good manners, etc.
5. To comply with School hours.
6. To communicate the Office who will take your place in case you are absent and the corresponding period. The person in charge will have the same subsidiary duties.
7. To make a physician complete the student's Health Record, including the necessary information and the health centre he/she has to be taken to in case of need of urgent medical assistance. This information is of the utmost importance to participate in Physical Education classes and due to demands of the DGEGP (Dirección General de Educación de Gestión Privada// Supervision of Private Schools).
8. To sign all the communications written or glued in the Communications Notebook. Due to safety reasons and because it hinders our daily work, no permissions given through telephone or mail will be accepted.
9. To sign every communication or conduct observation received.
10. To participate in conferences or meetings when called in by teachers, Office or School Counselors' Team.
11. To write down or orally inform School whenever in need to communicate something to School.
12. In case families need a conference with teachers, Office or School Counseling Team, it should be asked for through the Communications Notebook or by phone

so as to set a day and time to comply with it.

**13. When coming to School, families will have to inform the receptionist the reason of their visit. No access to classrooms is allowed during school hours for it would interrupt the normal activity in such classrooms.**

**14. Families are not allowed to bring school elements or material to be given to their children during school hours.**

**15. To pay duly and timely the teaching fees.**

## CODE OF CO-EXISTENCE

### NEW CONFIGURATION OF GROUPS

Those children finishing Kinder 4 and starting Kinder 5 will be re-organized into two new groups.

### CAMPS, OUTINGS AND FIELD TRIPS

Conduct, behavior in general and the students' attitudes throughout school year will determine **their participation or not** in these activities.

## MISBEHAVIOUR

### 1.1. Lack of Respect

**a) Verbal:** insults, threats, bullying or negative social pressure, inadequate foul expressions, repetitive teasing, etc.

**b) Physical:** hitting, spitting, throwing elements which might hurt somebody, fist-fighting, etc. and/or any action which directly or indirectly might provoke bodily harm.

**c) Attitudinal:** irreverence towards National or School symbols, offensive gestures, repeated interruptions which disrupt the normal development of school life, misconduct and/or inadequate demonstrations within and outside school, being the student representing the School or not; not following teachers' instructions.

**d) Discriminatory:** for religious reasons, ethnicity, creed, gender, social status, accident, illness, weight, size or ideas towards Office, teachers, janitors, students or any person whoever they might be.

### **1.2. Responsibility Misconduct**

- a) To hide, check over or take away somebody else's school material or elements.
- b) To harm, deteriorate or write on somebody else's school material or premises.
- c) To be disorderly or not attentive to school hygiene (classroom, playgrounds, stairs, toilets, furniture, etc.)
- d) To be absent to classes or assembly without permission and/or under false excuses.
- e) To be late when giving back notes, report cards, Library material (books, videos, magazines, newspapers, etc.), even after closing the current school year.
- f) Not to comply with the corresponding school uniform or wearing it inadequately.
- g) To be absent from a planned activity without justification.
- h) Not to comply with basic hygiene and personal presentation standards.
- i) To lie or hide.
- j) To leave school premises without permission.
- k) To forge signatures, grades, notes and/or be part of fraudulent actions.
- l) To eat or drink in class- except for water.
- m) To smoke, drink or bring alcoholic beverages and/or other toxic element to School or consume them outside school premises wearing the School uniform.
- n) To play cards at School.
- o) To work or prepare tasks corresponding to other disciplines when in class.

### **2. Procedure in case of misconduct**

- 1- Oral warning.
- 2- Disciplinary written observation on the Daily Follow-up Report.
- 3- After analyzing the observations in quantity and quality, these will be sent to the Coexistence Council attaching the student's discharge signed by the student and his/her parents. Such discharge must be written with clarity, in a precise and respectful way, and it must be presented within 48 hs after the observation. The student may opt

to attend the Council together with his/her parents, legal guardians or adults in charge.

4- The Coexistence Council will decide upon the student's penalty according to the case.

5- In case of a misconduct or serious situation, the Council will act immediately following the requisites stated in item 3.

6- If there is a claim to revise the measure, parents/legal guardians or adults in charge must present a written note to the Principal's Office.

7- The School is free not to accept enrollment of the student for the following school year in the following cases:

a- Serious immorality.

b- Lack of respect to teachers, assistant teachers, non-academic staff and/or authorities within or outside school premises.

c- Significant misconduct which affects the normal activity of the class.

d- Significant misconduct outside the school premises.

8- Students' behaviour and attitudes throughout the school year will determine their participation or not in camps and field trips.

9- Those students whose enrolments are not accepted for the following year will not be able to participate in educational and/or trips fostering positive co-existence.

### COUNCIL'S PENALTIES

1- Accepting the student's offer to take back and/ or repair after what was said or done.

2- Apologizing personally or publicly with due consent of parents or the person having the student's legal custody.

3- Writing a "Repentance and Commitment-of-no-Recidivism Report" bearing the student's signature and that of parent/legal guardian or adult in charge.

4- Reflective-thinking tasks.

5- The fulfillment of repairing tasks or attitudes.

6- Replacement of material, school elements, etc.

7- Observation of the Coexistence Council.

8- Discipline sanction: when getting three (3) sanctions the School will proceed to warn the student about not being able to enroll the following year.

9- Suspension. It is considered as an unexcused absence. The student will have to comply with specific homework and sit for planned assessment.

10- Change of class.

11- Long-term suspension. This will take place until the end of the corresponding school year.

12-Permanent withdrawal. This measure implies the impossibility to enroll for future school years and is the consequence of the following cases:

a- **For serious reasons** such as physical, psychological or moral injuries to members of our school community. Damage to school property or that of any of its members.

b- **Serious or repetitive misconduct** duly registered and which could not be solved through sustain, reflection or repairing mechanisms.

***Note: The abovementioned penalties can be given successively or simultaneously, according to the case.***

The accumulation of penalties involves all curricular and extracurricular activities.

When misconduct is recurrent, and according to the type of penalty received, the School is free not to accept enrollment of the student for the following school year.

Students and their families are compelled to comply with these **Rules and Regulations** and with all those arising from authority at School.

## ASSESSMENT, GRADES AND PROMOTION

The assessment of students' learning in each and every discipline will be stated in numbers (1-10 scale); such marking will determine their level of performance in relation to proposed objectives and it will orient them as regards promotion.

In the context of the scale mentioned, "6 (six) to 10 (ten)" means PASS; "5 (five) to 1 (one)", FAIL.

When the final mark, arising from the average of the marks of three trimesters, is 6 (six) or higher than 6 (six), with a mark in the last trimester of 6 (six) or more, the subject will be

passed. The defining mark will be, in this case, the same as the final mark.

Students whose final mark is 6(six) or higher than six, but could not get an average of 6 (six) in the third/last trimester, or whose final mark is less than 6 (six) will be evaluated with the **Assessment and Promotion System** for students who do not pass subjects in the third trimester.

The System considers a school year running from March to March of the following calendar year with different articulated moments to teach, learn and evaluate and it implies that the student must attend classes of the subject failed when finishing the last trimester.

The mentioned System considers **the period starting once the third trimester finishes, as the natural continuity of the school year and of the teaching, learning and evaluation processes.**

1- Students must attend classes during this **period called “Support and Guidance Period for the Evaluation and Promotion of Pending Subjects”** when:

- Not passing one of the subjects at the end of the third trimester.
- When they have exceeded the number of absences possible to be considered a regular student at School.

2- The teachers in charge of the classes will be the same as those with whom the students have attended courses during the school year.

- **Days and times to attend these special classes will coincide with those stated throughout the year. They will have to attend just to classes failed.**
- **Attendance is compulsory.**

3- The System states that the two previous instances set in the former system (December and March) are substituted by an **only period starting in December and ending in February- March of the following calendar year.**

- The teacher of the subject failed will determine, according to the process shown by the student, if the contents necessary to pass the course are achieved in December or if students have to continue working on those contents during the period of February- March.
- **Students cannot be absent to any of these classes in December to finally sit for**



**the subject directly in February-March. All the subjects failed by the end of the last trimester will start being assessed at the beginning of the December period.**

#### 4- Attendance:

- Students must have a 75% of compulsory attendance at the moment of passing the subject, whether in December or February-March.
- If the compulsory attendance percentage is not fulfilled in December, the student will not be able to sit for the tests in February-March. If this is the case, the mark in December will be Absent, which resembles the situation of having a “pending subject”.
- **If attendance during the period February-March is not complied with, the student will get an Absent, and will have to sit for this subject as a “pending” one.**

## ATTENDANCE IN SECONDARY SCHOOL TIMETABLES

A regular and punctual attendance to school is VERY IMPORTANT. Students have to attend classes during the stated hours. When getting Tardies recurrently, the item on Habit Forming will be affected.

	MORNING SHIFT	AFTERNOON SHIFT
ARRIVAL	7:45	13:45
EXIT	12:45	16:35-16:50

### Attendance from Junior School to 6th Senior

They will be reckoned as follows:

- Less than 15' late \_\_\_\_\_ **0,25 absence**
- More than 15' late \_\_\_\_\_ **0,50 absence**
- Absence in one shift \_\_\_\_\_ **0,50 absence**
- Absent in both shifts \_\_\_\_\_ **1 absence**

<b>Absent in P.E. class</b>	_____	<b>0,50 absence</b>
<b>Absent to modules</b>	_____	<b>0,25 absence</b>
<b>Early checkouts (per shift)</b>	_____	<b>0,25 or 0,50 absence</b>

- Latecomers to classes within our daily timetable (modules) will receive a 0,25 absence.
- Students must remain at school during the whole shifts, being able to leave only with their parents, legal guardians or person authorized in School Contact Form, getting 0,25 or 0,50 absence according to the time of said checkout.

## **UNDER NO CIRCUMSTANCE WILL ANY STUDENT BE PERMITTED TO LEAVE WITH A PERSON WHO HAS NO EXPRESS AUTHORIZATION FROM THE STUDENT'S FAMILY**

- In case of arriving after 8:00 am or 02:00 pm the student will have to wait at the reception until given permission by a member of the Principal's Office.
- Parents or legal guardians will inform School when the student's absence is longer than 3 (three) days.
- When students are absent for more than five (5) consecutive days, they will have to present the medical certificate stating they are able to restart classes.

Families must immediately communicate School if their children are absent due to infectious diseases so that the Office can take the corresponding preventive measures.

## **REINCORPORATIONS**

When students reach the number of 11 (eleven) absences, parents or legal guardians will receive notice of such situation.

When reaching the number of 15 (fifteen) excused absences, the student will be reincorporated after a meeting with the assistant teacher and the class tutor, with the Office's consent. In case of unexcused absences, the reincorporation will be decided by the School Principal

and Vice principal.

If the reincorporated student is absent for another 10(ten)-day period, excused or unexcused, and had not duly and timely presented medical certifications for at least 17 (seventeen) absences, such student will no longer be considered a “regular student” and he/she must sit for exams of all the curricular subjects of his/her year in December.

## UNIFORM

### Boys:

- **Black shoes. (Oxford or loafers)**
- **Blue socks.**
- **Light grey trousers (nor jeans or sweats).**
- **School white collar t-shirt**
- **Only for 6th Senior: formal white shirt and institutional tie.**
- **Institutional blue sweatshirt.**
- **School jacket.**
- **V-neck blue sweater**
- **Short hair (collar-length), carefully combed and not covering the face.**
- **Clean shaven, no beard or sideburns.**
- **Only watches are permitted (no earrings, necklaces or bracelets).**

### Girls:

- **Black shoes. (Oxford or loafers)**
- **Light grey skirt.**
- **Green wool belt**
- **Light grey trousers. (nor jeans or sweats)**
- **Dark blue socks**
- **School white collar t-shirt**
- **Only for 6th Senior: formal white shirt and institutional tie. Blue sweatshirt**
- **Dark blue jacket.**
- **V-neck blue sweater**    **Personal Appearance:**

- **Tied Hair**
- **Clear nail polish**
- **No makeup**
- **Only watches or simple earrings are accepted. (No long earrings, necklaces or bracelets)**

## PHYSICAL EDUCATION UNIFORM

### Boys

- **Green P.E. suit**
- **House t-shirt or institutional white collar t-shirt. When representing the School in an inter- school competition, the white collar t-shirt. During INTERHOUSES, students must come to P.E. classes wearing the House t-shirt**
- **School white or green P.E. socks.**
- **School white shorts with side bands.**
- **Sports trainers.**
- **Rugby: school rugby sweatshirt and mouth guards.**

### Girls

- **Green P.E. suit**
- **House t-shirt or institutional white collar t-shirt. When representing the School in an inter- school competition, the white collar t-shirt. During INTERHOUSES, students must come to P.E. classes wearing the House t-shirt**
- **School white or green P.E. socks.**
- **School green skirt.**
- **Sports trainers.**
- **Hockey: mouth and shin guards.**

***NOTE: We specially recommend our students to take close care of personal belongings and school elements; School is not responsible for the loss of any of them.***

**Heads of School** will previously decide upon wearing P.E. uniform in case of high temperatures.

**WHEN NOT COMPLYING WITH ANY OF THESE ASPECTS,  
STUDENTS WILL GET A FAIR IN THE ITEM “HABIT FORMING” IN  
OUR INSTITUTIONAL REPORT CARD.**

Those students wearing a jacket different from the School one must take it off before assembly. All clothes must be labeled with the student’s SURNAME.

## MEDICINES

**STAFF MEMBERS ARE NOT ALLOWED TO GIVE ANY KIND OF  
MEDICINE TO OUR STUDENTS.**

## COMMUNICATIONS/DOCUMENTS

Every note issued by the Institution must be signed by parents, as well as all the documents given to the student. They must be presented **back to School within 48 h following the date of such note, no exceptions allowed.**

**THESE RULES AND REGULATIONS ARE APPLICABLE WITHIN AND OUTSIDE OUR PREMISES DURING ALL THE ACTIVITIES CARRIED OUT BY OUR STUDENTS, BEING CURRICULAR OR EXTRACURRICULAR, WITHIN OR AFTER SCHOOL HOURS, WHEN OUR STUDENTS MIGHT TAKE PART IN REPRESENTING WASHINGTON SCHOOL.**



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**A TRUE EDUCATION  
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BRINGS FORTH THE NEW,  
INVOLVES A LIFETIME OF LEARNING.**