

Code of Conduct Agreement 2026/27

Students, parents, and teachers at Europagymnasium Auhof have agreed on the following rules to ensure a positive and respectful environment for the entire school community.

How do I behave?

I treat my fellow students and teachers with respect and courtesy. I demonstrate this through my behaviour and the way I communicate.

I treat all students with respect and appreciation, regardless of their ethnic background, skin colour, religion, gender, sexual orientation, or any other personal characteristics. In doing so, I contribute to a respectful, inclusive, and diverse school community.

Cleanliness and order:

- I am in my classroom at the beginning of each lesson.
- I only have the materials needed for the lesson on my desk.
- The classroom door is closed once the bell has rung.
- I leave coats, jackets, and outdoor shoes downstairs in my locker.
- I am responsible for my own valuables.
- I wear indoor shoes (slippers or sports shoes with non-marking soles) in the school building. This is mandatory from the beginning of October until the end of April. Indoor shoes may only be worn inside the school building.
- I help to keep my classroom, hallways, and bathrooms clean.
- At the end of each lesson, I leave my desk and workspace clean so that I or other students can work there without disruption.
- Environmental protection, waste separation, and energy conservation are important to me. Therefore, I make sure to close windows and switch off lights at the end of the school day.
- When leaving a classroom or the school premises, I take all my belongings with me, including bottles, cups, and rubbish.

Safety

- I will follow teachers' instructions.
- I must not endanger myself or others. In particular I must not:
 - ✓ slide down railings
 - ✓ lean out of windows
 - ✓ sit on window sills
 - ✓ climb out onto the porch roofs
 - ✓ throw objects out of windows or doors
 - ✓ run, play tag or ball games in the school building

- ✓ tamper with fire extinguishers, fire alarms, safety locks, or any other safety equipment.
 - Smoking and the consumption of alcohol are strictly prohibited on the school grounds or other teaching locations as well as school- and school-related events. The school also applies the Austrian Youth Protection Act § 8 section 4 which indicates the following: "Jugendlichen ist die missbräuchliche Verwendung von Drogen und Stoffen, die nicht unter das Suchtmittelgesetz fallen, die jedoch allein oder in Verbindung mit anderen Stoffen eine Betäubung, Aufputschung oder Stimulierung herbeiführen können, verboten." (= Adolescents are prohibited from using drugs and substances that do not fall under the controlled substances law but may - alone or in combination - induce daze or stimulate.)
- In case of a violation of this rule, the substances mentioned above will be taken away and the legal guardians will be informed. Legal guardians can collect them at the end of the school day or the school (related) event in school at the secretaries' office.
- Due to fire safety guidelines electrical appliances cannot be allowed at school. Coffee machines or electric kettles are defined as electrical appliances.
 - I will not ride my bike, scooter, etc. on the school grounds but will park it at the bicycle stands.

Damages - Vandalism - Theft

- I will not intentionally damage school and fellow students' property.
- If any damage happens, I will immediately inform teachers or the secretaries.
- I will not scribble on desks, chairs, or walls.

Electronic Devices:

New agreement in accordance with the SGA resolution of 2 July 2026, valid until further notice.

- **Computer games** and **streaming** are prohibited on all electronic devices at all times on school premises for all students.
- Mobile phones must be switched off or set to silent mode. In classrooms equipped with charging lockers, phones must be stored securely locked in the designated charging lockers. If no charging lockers are available, mobile phones must be kept in the school bag (not in a trouser pocket).
- The use of mobile phones is not permitted in corridors or in the student cafés.
 - However, in cases of emergency students can make calls in the secretary's office or with the permission of a teacher.
 - The use or activation of mobile phones in lower and upper grades is only permitted during lessons when explicitly instructed by a teacher.
 - For the use of digital devices, such as tablets or laptops, separate regulations, see "Agreement on the Use of Devices", are provided and must be observed.

For all students in Years 6–8 (grades 10–12), the following applies:

- During breaks, mobile phones may only be used in the classroom for private and educational purposes.

- During study periods/free periods, mobile phones may only be used in classrooms or study pods for educational purposes.

If I violate this code of conduct, the following disciplinary measures apply:

- Items (e.g. mobile phones, boots, outdoor shoes, digital devices...) which were taken away by teachers due to misuse and handed to the secretaries' office may be collected after the end of lessons. The students' names will be recorded in the office.

First time	Second time	Third time	Fourth time
15 minutes	30 minutes	45 minutes	60 minutes

In case the device was confiscated **the fifth time** (or even more often) it can only be reclaimed by a parent / guardian. This provision shall remain in force indefinitely pursuant to the SGA resolution of 18 June 2018.

- The janitor and the cleaning personnel will randomly collect items not properly stored in your box and deposit them in the "lost & found" container where they can be reclaimed. At the end of the semester/school year lost items which have not been collected will be put on desks on the ground floor, next to the stairs leading to the lockers in the basement.
- Unexcused tardiness and missing lessons without excuse are considered unexcused absences and will have disciplinary consequences (e.g., conduct grade, compensation time and possibly even having to report to the principal's office at 7:30 a.m.).

ADMINISTRATION

I acknowledge the following:

- If a teacher is more than 10 minutes late, the class representative notifies the secretaries' or administrators' office.
- The substitution plan is a mandatory change to the timetable. I check for possible changes in good time and notify my parents, especially if lessons start later or finish earlier than scheduled.
- Leaving class before the end of the school day is only permitted in urgent cases, such as illness or a doctor's appointment. For legal reasons, I must inform my teacher before leaving.
- Students of compulsory school attendance age (under the age of 16) who do not have a written signed excuse from their parents have to report to the secretaries' office where they must be picked up by a parent or another authorized adult.
- Supervision during the school day begins at 7:35 am. Parents are liable for students who are in the school building before this time. This also applies to students who are in the school building during free periods or the lunch break.
- Exemption forms for PE lessons issued by the school's doctor (upon presentation of a medical certificate) can be accessed via WebUntis. (student login)

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