

3.8 PERSONAL CONDUCT

LAS is made up of students from many different countries, each with unique morals and traditions. We value cultural diversity while at the same time teaching students to live as one harmonious community. When they join our community, students are expected to step outside of their cultural norms in order to adhere to our values. Our core values provide the necessary structure for everyone in our community to grow over time.

The LAS student conduct curriculum teaches our students to respond with positive behavior to the challenges of adolescence. From time to time, when students struggle to live up to our values, the school seeks to guide them toward improving as a community member and as a person in general. The LAS code of conduct is overseen by the Dean of Students' Office. Students who violate the rules will receive consequences; students who abide by the rules will receive rewards.

3.81 EXPECTATIONS OF CIVILITY AT LAS

The LAS community intentionally guides students to realize their full individual potential as both learners and people. As learners, students who join the LAS community are expected to embody the characteristics of the IB Learner Profile. As people, both inside and outside of the classroom, LAS students are expected to live by these core values: *acceptance, commitment, honesty, kindness, reflection, and respect*. We believe instilling these principles helps students to become *innovative, compassionate, and responsible citizens of the world*.

Living in a boarding school community means conforming to the basic norms and expectations of that community. While LAS students are encouraged to express their individuality, they are expected to do so while considering the sensitivities of those people with whom they live such as classmates, faculty and staff, as well as their families, and the wider Leysin community.

3.811 Personal Clothing

In public spaces on campus, students are expected to be fully clothed in appropriate attire.

- Clothing worn in common spaces should be suitable for a professional environment.
- Clothes must sufficiently cover a student's body.
- Clothes must be free from offensive language and drug or alcohol references.
- Wearing pajamas, or clothing worn to bed, in the dining hall or any common space is not allowed at any time.
- Wearing hats or the hood of your hoodie is prohibited during class.
- Only school sanctioned hoodies, sweaters, or jumpers are allowed during the academic day.

3.812 Public Displays of Affection

Students must exercise polite, respectable behavior in public. Kissing or other displays of affection in public or shared spaces is not allowed at any time.

3.813 Smartphones and Headphones in Public

In an effort to cultivate a connected community, LAS encourages students to refrain from the use of smart phones and headphones at the expense of personal interaction. In public spaces and passageways where students can enjoy the fellowship of their peers, they are expected to put away their smartphones and remove their headphones.

3.814 Awareness of Community Space

Students must consider their behavior in all community spaces. Some examples of civil space awareness include:

- not cutting in line
- adjusting word choice and volume to suit any given context
- yielding space to passersby
- cleaning up after oneself
- being cognizant of the needs of small children and the elderly in the community

3.82 RESPONSE FROM THE SCHOOL

3.821 Merits

LAS rewards behavior that meets or exceeds our expectations. Such privileges might include increased Pass time, dorm freedoms, or other privileges as determined by Dorm Heads, the Student Life Office, and the Dean of Students' Office.

3.8211 LAS Discipline Philosophy

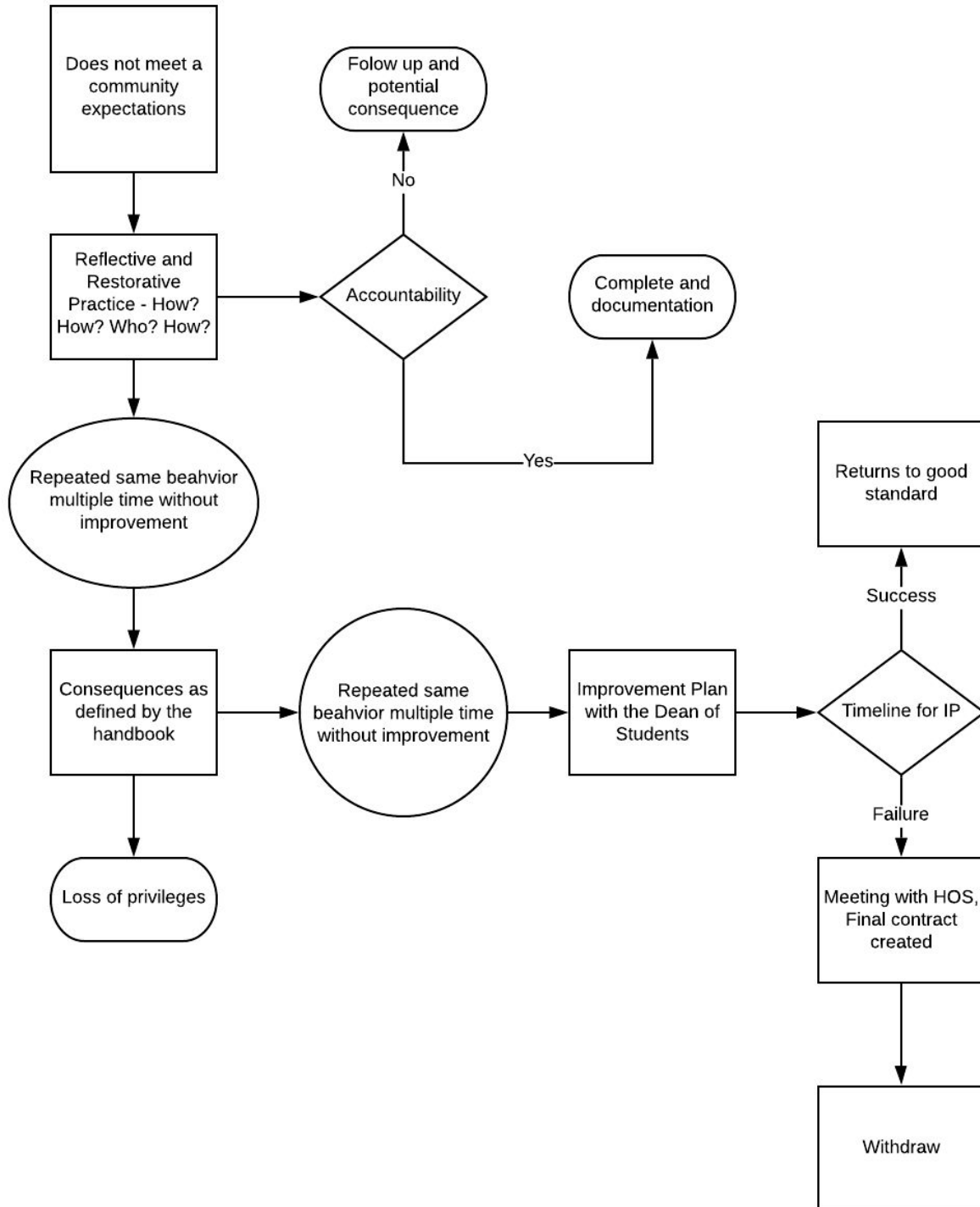
Our discipline system is modeled on a reflective and restorative model that works in collaboration with the student to help them meet the standards of our community.

3.8212 Reflection and Restoration

The first step when a student fails to meet a standard of the community is a conversation with the appropriate adult. The student will need to answer these 4 questions with the how, how, who, how system.

1. How did this happen?
2. How could this have been prevented?
3. Who did it affect?
4. How can I make amends?

3.82121 Flow Chart of the Reflective and Restorative Process



3.8213 Student Accountability

The student is expected to follow through on his learning and behavioral goals. They will be expected to demonstrate that they have tried to find a solution to their difficulty and that they

have made amends. For example: A follow up meeting with the appropriate adult, a check in with the dorm staff to show that their difficulty has been solved, an email with an apology, etc.

3.8214 Repeated Difficulty with Community Standards

If a student is not able to meet the community standard after several interventions they must meet with the Dean of Students' office and make an improvement plan. This plan will be communicated to their parents and monitored by the Dean of Students' Office.

3.8215 Honor Council Appeal

When confronted with a breach of community standards, a student may request the right to appeal to the Honor Council for their opinion on the matter.

3.8216 Failure to Meet an Improvement Plan

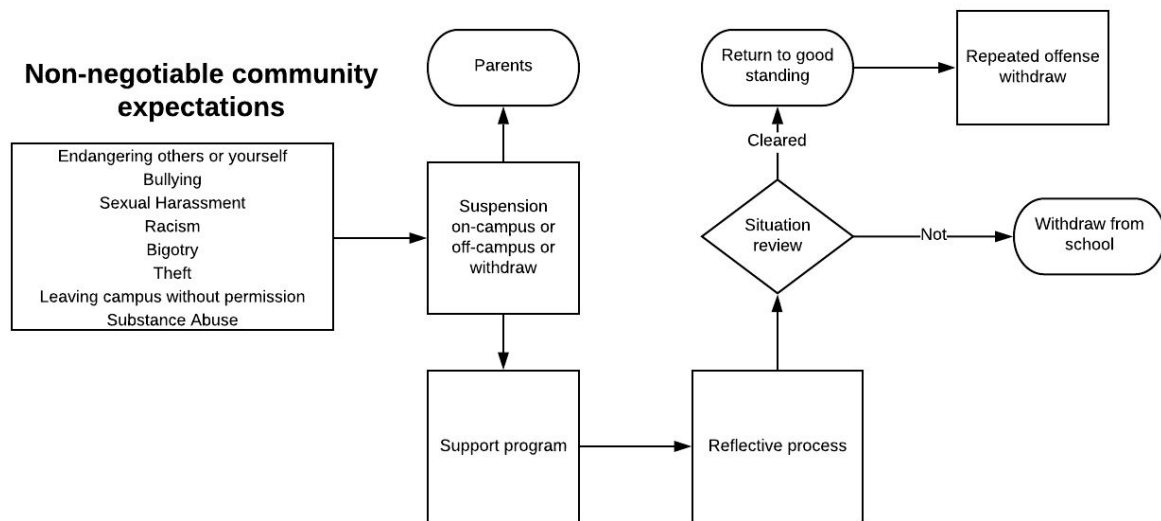
If a student is not able to meet the expectations of an improvement plan, then they will have a meeting with the Head of School. If possible, the parents will be included in this conversation. A final contract may be created that has clear conditions for continued enrollment. Failure to meet this may result in the student's withdrawal from school as they are not able to succeed with support in meeting the school's rules.

3.822 Non-negotiable Community Expectations

LAS holds a set of behaviors that all members of our community are expected to observe as unacceptable without exception. They are as follows:

3.841-2	Bullying and Sexual Harassment
3.843	Endangering Others or Yourself
3.844	Leaving Campus without Permission
3.85	Racism/Bigotry
3.87 - 3.88	Substance Abuse
3.89	Theft

3.8221 Flow chart for Non-negotiable Community Expectations



3.8222 Consequence System

The reflective and restorative practice has been created to help students solve their difficulties that have led to challenging behaviors. There are also a list of infractions that can be used in conjunction or solely with any behavior that violates the community standards.

3.82221 Potential Consequences for Actions

Any student who undermines peace in the community is subject to behavior consequences. These can be decided with the student as part of the reflective process or mandated as part of any improvement plan or consequence for repeated behavior. Whenever possible we will defer to the LAS Discipline Policy. In general, please see consequence guidelines below for common offenses.

School Night 19:00 Check-in

- Messy room
- Dress code violation

Weekend One Hour Early Check-in

- Dishonesty, disrespect, rudeness, intolerance, irresponsibility, or insensitivity
- Leaving a mess in a community space
- Littering
- Late to dorm check-in, study hall, or lights out
- Using technology after lights out (consequence will increase with frequency of offenses)
- Engaging in disruptive behavior after lights out
- Misuse of study hall

Two Hour Early Check-in

- Repeated dishonesty, disrespect, rudeness, intolerance, irresponsibility, or insensitivity
- Missing assembly or other mandatory school meetings such as Faculty Family

Full Weekend Night

- Chronic dishonesty, disrespect, rudeness, intolerance, irresponsibility, or insensitivity
- Insubordination
- Disruptive behavior
- Unwanted physical contact (such as uninvited wrestling)
- Repeatedly missing assembly or other mandatory school meetings such as Faculty Family

One-Day Clipboard/Clipboard Plus/Full Weekend Clipboard

- Gross dishonesty, disrespect, rudeness, intolerance, irresponsibility, or insensitivity
- Failing to leave the building when the fire alarm sounds
- Late for ski check-in
- Positive alcohol test (senior with drinking permission)
- Not answering phone for Saturday or Sunday check-in or ski check-in
- Vandalism—student is also financially responsible for damages
- Bystanding
- Repeatedly missing assembly or other mandatory school meetings such as Faculty Family
- Unauthorized day Pass (leaving Leysin without permission)

These offenses can earn any of the Clipboard responses from the school, depending on the seriousness of the offense as decided by the Dean of Students

On-Campus

- Repeated gross violation of any school value
- Positive alcohol test (student without drinking permission)
- Consuming alcohol or alcohol found in room
- Bullying interactions 1st offense (including online interactions)
- Sexual harassment
- Making threats
- In dorm or bathroom of another gender
- Engagement in the escalation of physical violence
- Racism and/or bigotry 1st offense (including online interactions)

Off Campus

- Fighting
- Leaving the dorm at night without permission
- Overnight traveling without authorization
- Unsafe behavior

- Blatantly disregarding a restriction/gross disregard for serving restrictions
- Theft—single incident
- Repeated bullying (including online interactions)
- Repeated racism and/or bigotry (including online interactions)

3.83 RESPONSE FROM THE SCHOOL

3.831 Glossary of Terms

1. Conversation/warning: A student is told verbally or via email about the rule he or she violated in an effort to guide them toward making a better behavior choice in the future.
2. School night 19:00 check-in: the student must check-in with dorm staff 45 minutes early and remain there for the evening. Students must remain in their own room. No friends are allowed to visit. The student's roommate(s) is/are the only other person(s) allowed to be in the room. The student may not order food deliveries or have other students order food for them.
3. One hour early check in: A student must check into the dorm one hour earlier than their grade-determined late check-in time on a weekend night.
4. Two hour early check in: A student must check into the dorm two hours earlier than their grade-determined late check-in time on the weekend.
5. Full night in the dorm: A student must check into the dorm at 19:00 and remain in his or her room for the entire night. Students must remain in their own room. No friends are allowed to visit. The student's roommate(s) is/are the only other person(s) allowed to be in the room. The student may not order food deliveries or have other students order food for them.
6. Clipboard: For a full weekend day, the student must sign in with the AOC or Rover hourly starting at 09:00 and ending at 17:00.
7. Clipboard Plus is a full day of hourly check-ins plus a night in the dorm.
8. Full Weekend Clipboard: Two nights in the dorm and two days of Clipboard.
9. Partial Clipboard: A student must sign in with the AOC or Rover hourly for an assigned number of hours.
10. On-campus suspension: Early school night check-in every day of the week, two full weekend clipboards, and four nights in the dorm.
11. Off-campus suspension: The student must leave campus for a week. If a student is unable to return home, a Leysin homestay for one week will be provided at a rate of up to 1000 CHF for the week.

12. Community contribution: Service to the dorm done in place of an infraction as assigned at the discretion of the Dorm Head. This is awarded for the purpose of student growth and only when the Dorm Head deems it appropriate.
13. Bystanding: A bystander is a student who observes a conflict or wrongdoing and fails to speak up and oppose the offense. The offense can be something serious or minor (anything from theft to plagiarism to cutting in line) and could occur once or repeatedly. Students are *bystanding* when they fail to speak up to an adult or a classmate in an effort to stop wrongdoings. The consequence for bystanding correlates with the degree of witnessed offense.
14. Insubordination: Refusal to follow directions

Note: Dormitories in which students live may have additional rules for resident behavior. LAS reserves the right to add or modify consequences as needed for specific circumstances.

3.832 Special Notes of serving Consequences

Unservd Restrictions

- Any 19:00 school night check-ins will turn into a one hour early check-in on Friday night.
- An accumulation of unserved offenses will be bundled by the Dorm Heads and Dean of Students' Office
- Five day boarders who accumulate unserved infraction hours are required to remain on the weekend until all hours are served.

Note: If a student does not serve their restriction, it will be doubled.

Second Off-Campus

If a student receives a second off-campus suspension, he or she will be required to withdraw from the school.

Withdrawal Procedure

A student could be asked to withdraw from LAS for several reasons. The most common is a major rule violation (theft, drug use, fighting, bullying, etc.), multiple serious rule violations, or continued poor academic performance. LAS will try to be as clear as possible in outlining the conditions that a student must meet in order to avoid their departure. A student's overall record can be taken into account when considering withdrawal, though in the case of major rule violations, the violation would take precedence over their record.

In cases where a student is in jeopardy of having to withdraw from school, the parents will be contacted and given the contributing details. This is usually an email from the Dean of Students or the Dean of Academics. The correspondence will give details of the situation and usually give the conditions that the student must meet in order to remain at school. The Head of School can also choose to meet with the student to have a conversation and reinforce these expectations. In some

cases an improvement plan will be created in order to give specific conditions that a student must achieve.

The conditions stated can both be explicit from our student handbook, such as two off-campus suspensions resulting in a withdrawal, or created to match the particular situation. If a student is found not to have met these conditions, the Dean will decide with the Head of School if a student will be asked to withdraw. Once this is decided, the withdrawal process is started and the family is contacted by the Dean of Students and/or the Head of School.

Withdrawal Policy

When a student withdraws for discipline reasons, the following will occur:

- The student will be placed in the care of a local guardian. This lodging is charged to the parents at 300 CHF/day to a maximum of 1000 CHF/week.
- The student will be permitted to come to school to pack their room. If his or her room is not totally clean or packed by the time they leave, a cleaning/packing fee of up to 250 CHF can be charged.
- The student must return all LAS-issued supplies: laptop, iPhone, text books, etc. Failure to return these will result in a charge to the parents.

Behavior Contracts

A student with repeated infractions will meet with the Dean of Students to draw up a behavior contract denoting specific expectations for future behavior, and the consequences if they are not met. After it is signed by the student and the Dean of Students or Assistant Dean of Students, the contract is sent to the parents.

Directives from Faculty and Staff

Students are asked to follow the directions of any staff member immediately. If students feel they have been treated unfairly, they should politely email their complaints to that staff member (and copy in their Faculty Family parents), requesting a time to meet to resolve these differences.

3.84 BULLYING, SEXUAL HARASSMENT, AND ENDANGERING OTHERS & YOURSELF

3.841 Bullying

Bullying is defined as verbal or physical contact which intentionally or unintentionally harms an individual's ability to learn, personal well being, or overall sense of safety and security. Bullying is a form of social aggression and can come from an individual or a group. Bullying can include remarks made that demonstrate bigotry, intolerance, and discrimination on the basis of gender, race, ethnicity, religious beliefs, sexual orientation, or socioeconomic status. LAS is committed to maintaining a school environment where bullying has no place. Furthermore, any form of coercion or

harassment, or a threat to the physical or emotional safety that insults the dignity of others, or interferes with their capacity to learn or work, is unacceptable. At LAS, our students and faculty represent a broad range of cultures and religious beliefs which are tied to their standards for personal behavior; however, these differences do not excuse inappropriate or offensive behavior.

Cyber Bullying

Cyber bullying means bullying through the use of technology or any electronic communication including electronic mail, internet communications, instant messages etc. Cyber bullying includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects mentioned in the definition of bullying. Cyber bullying also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects mentioned in the definition of bullying.

3.842 Sexual Harassment

Sexual harassment is unwelcome physical contact or verbal taunts that are or can be perceived as sexual in nature. Often, sexual harassment can come in the guise of jokes. Furthermore, sexual harassment can take different forms depending on the harasser and the nature of the harassment. Male or female students can be victims of sexual harassment, and the harasser and the victim can be of the same gender.

The conduct can occur in any school program or activity and can take place in school facilities, on a school bus, or in other off-campus locations, such as a school-sponsored field trip or a training program at another location. The conduct can be verbal, nonverbal, or physical.

Examples of possible sexual harassment include, but are not limited to:

- Unwanted physical contact such as touching, pinching, brushing up against, patting, or rubbing of a person's body
- Touching a person anywhere or in any way after that person has indicated objection to such physical contact
- Intimidation, taunts, slurs, jokes, or condescension based on a person's gender, sexual orientation, or sexual behavior
- Gesturing obscenely or suggestively with hands, face, or other body parts
- Continuation of unwanted attention after a person has indicated an objection to such behavior
- Pulling, ripping, or removing clothing or exposing someone's body in any way
- Behavior such as lying down suggestively in hallways, classrooms, common areas or school vehicles in a way that intimidates or prevents others from comfortably using the area
- Willfully and repeatedly following, watching, and/or harassing another person
- Telling sexual or dirty jokes
- Circulating or showing videos or websites of a sexual nature

3.843 Endangering Others & Yourself

LAS students are responsible for conducting themselves in a civil, safe and responsible manner at all times. Threatening or endangering the health and safety of others or yourself through physical, mental or verbal abuse, threats, intimidation, coercion, and/or other conduct is strictly prohibited.

3.844 Off Campus Expectations

LAS is committed to each student's physical and emotional safety, and thus any behavior that takes place off campus that impedes a student's sense of safety while on campus, is subject to discipline review. Students are not permitted to leave campus without explicit permission from the Dean of Students Office.

3.8441 Conduct on Cultural Trips

Students are expected to practice the LAS core values and abide by all school expectations while on cultural trips. Careless or obstinate behavior by students not only creates added difficulties for the faculty in charge, it also has a negative impact on the other students in the group. The school therefore takes discipline incidents during cultural trips very seriously.

If violations occur, the students involved could have their activities curtailed for the remainder of the trip. When they return to campus, they could receive an off-campus suspension and lose the right to attend the next cultural trip. In addition, they could receive a failing grade for the cultural trip on their transcript.

3.8442 Off-campus Suspensions and School Trips

If a student receives an off-campus suspension they will lose the right to attend their next school trip, either the fall cultural trip, spring break trip, or spring cultural trip.

Please note that while the spring break trips are not under the school's liability because we use an external company to provide them, we do consider them to be school-sponsored trips since they are composed of our staff and students.

The student's parents are financially responsible for changing all travel plans, and LAS will not give a refund for exclusion from the trip.

3.845 Consent

Both on and off campus, students are expected to remember that *consent is required* when it comes to any and all gestures or relationships of a sexual nature. *Consent* is a clear and unambiguous agreement, expressed outwardly through mutually understandable words or actions, to engage in a particular activity. Consent must be voluntarily given and may not be valid if a person is being subjected to actions or behaviors including emotional, psychological, physical, reputational, or financial pressure, threat, intimidation, or fear (coercion or force). Consent cannot be offered if a person is under the influence of drugs or alcohol. LAS students in grades 9-12 will attend a workshop on consent and healthy relationships.

3.846 Responding to Sexual Harassment and Bullying

1. Students should immediately report bullying or sexual harassment incidents to an LAS faculty member.
2. LAS faculty members will document the incident and email a report to the Dean of Students' Office.
3. The Dean of Students' Office will conduct a full investigation of the incident where necessary.
4. Counseling and mediation is the first course of action, but all formal disciplinary sanctions also may be implemented, including dismissal from LAS.
5. All parties will be monitored after the incident has been investigated and resolved.
6. Parents of the offending student(s) and victim(s) will be contacted.
7. Repeated incidents will result in dismissal from school.

3.85 RACISM AND BIGOTRY

3.851 Racism and Bigotry

LAS denounces all forms of racism and ensures an environment of safety, tolerance, and respect for diversity, non-discrimination and equality for all students. No matter the intent, we have zero tolerance for any racially-biased incidents of verbal, written, visual, or physical nature, including incidents conducted by electronic means based on race, creed, color, or national origin. Biased incidents include, but are not limited to, the use of stereotypes, racial slurs, comments, insults, derogatory remarks, gestures, threats, text messages, online posts, or circulation of written or visual material, taunts or negative references to racial groups or identifiers. Any student involved in such behavior will be subject to disciplinary action.

Bigotry is defined as intolerance or hatred towards those who hold different opinions from oneself. LAS has zero tolerance for bigotry. Any student found to take part in this type of behavior will be subject to disciplinary action.

All of us play a role in not tolerating acts of racism and bigotry, thus creating an environment where all are welcomed. The ultimate responsibility for maintaining an environment free of racial discrimination and bigotry rests with all members of the LAS community depending on the severity of the situation.

3.86 FIGHTING AND VIOLENCE

Physical violence of any sort between students will not be tolerated at any time, as it is a dangerous and ineffective method for solving problems. At LAS, we strongly promote honest, open dialogue and peaceful conflict resolution. If a student is in a fight or encourages others to fight, he/she will be subject to disciplinary action including the possibility of restitution, conflict resolution, suspension, or the recommendation of withdrawal from school.

3.861 Firearms or Weapons

Use or possession of firearms, including blank firing guns and starter pistols, will result in immediate dismissal from LAS. Small, foldable pocket knives with blades or tools less than six centimeters in length are permissible. If a student threatens or attacks another student with any weapon, he or she will receive an off-campus suspension or dismissal from the school.

3.87 ALCOHOL, SUBSTANCE-FREE LIVING, AND DRUG TESTING

3.871 Alcohol

LAS students in grades 7-11 are prohibited from drinking or possessing alcohol at any time. Students are regularly breathalyzed at dorm check-ins, and LAS reserves the right to breathalyze at random. If a student tests positive on the breathalyzer, a second reading will be taken approximately ten minutes after the first reading. These two readings are considered the official result and the school will respond accordingly.

Policy for underclassmen and first semester seniors:

- First offense: On-campus suspension and parent notified
- Second offense: Off-campus suspension
- Third offense: Recommended dismissal from school

3.8711 Alcohol Possession

Any possession of alcohol (including empty containers) is considered an alcohol violation. This consequence can be escalated depending on the quantity and type of alcohol found.

3.8712 Alcohol Privilege

Students in grades 12/PG with parental permission may earn the privilege of drinking alcohol in moderation during the second semester. We grant this privilege, which may be withdrawn at any time, only after students complete an alcohol awareness course.

The following guidelines apply:

Students with drinking privileges may only consume alcohol at The Cave on designated evenings, usually Friday and Saturday, from 19:30 to 22:30. Only beer and wine may be consumed in

moderation. Hard alcohol (spirits) is forbidden. Alcohol must never be consumed or bought off-campus and must never be consumed or present in dormitories.

All students will be breathalyzed on weekends and at other times without warning. BAC (blood alcohol concentration) must not exceed 0.05 at any time.

The following consequences for a BAC level of 0.05-0.08 will be implemented in each case without discussion:

- First offense: Clipboard and parent notified
- Second offense: On-campus suspension and loss of drinking permission for one month
- Third offense: Off-campus suspension and permanent loss of drinking permission
- Fourth offense: Recommendation for dismissal

Consequences for a BAC level above 0.08 are as above, starting at the 2nd offense level.

3.8713 Alcohol in The Cave

Students are expected to drink alcohol sensibly. These rules are in place to give students the experience of drinking alcohol with limitations.

- Students will be breathalyzed prior to being served alcohol in The Cave.
- Students may consume a maximum of one drink per hour.
- Students may drink a maximum of three drinks per night.
- Alcoholic drinks must remain in The Cave. In nice weather, drinks may be taken onto the terrace outside of The Cave.
- Students may only drink the beverages served in The Cave and may not bring their own drinks into The Cave.
- A student may not give any alcoholic beverage to another student.

3.872 Drugs

LAS maintains a zero tolerance drug policy. If students are found using or in possession of drugs, they will be dismissed from the school immediately. LAS drug tests a randomly-selected group of approximately ten students monthly.

LAS reserves the right to request a confidential medical examination (such as urine analysis) of any student at any time, and without warning. Testing will take place through the Health Center with the results communicated to the Dean of Students. A positive result will be tested a second time to confirm it is not a false positive. If the second test also is positive, the student will be considered to have used drugs. The sample will then be sent to an outside laboratory for a third round of testing. If this third test proves positive, the student must immediately withdraw from school.

Students are expected not to use drugs while away from school on break or over the summer. If a student tests positive while at school for drug use that occurred outside of school, they are still considered in violation of the school's drug policy.

If a student refuses to submit to a drug or alcohol test or attempts to use someone else's urine, they will be considered in violation of school policy and will face immediate withdrawal.

LAS reserves the right to classify new products and activities as drugs or drug use; students who are found to have used drugs may be subject to immediate withdrawal. LAS also reserves the right to consider the abuse of prescription drugs, or any chemical agents being used in a drug-like manner, in violation of our drug policy.

3.873 Tobacco

3.8731 Nicotine Use

LAS has a strict no-tobacco products policy that is enforced with all students, regardless of their age.

Nicotine products are proven to have a significant harmful health impact. We urge our students to quit at their earliest opportunity and to counsel their fellow students to do the same. Nicotine products include, but are not limited to, JUULs, vape pens, dokha, shisha, spice, and tobacco pellets.

If students are found consuming or in possession of any nicotine products, they will face the following consequences:

First offense:

- Letter home to parents
- Healthy Habits class (2 weeks)
- Random nicotine drug testing (at the expense of parents)

Second offense:

- Letter home to parents
- Healthy Habits class (4 weeks) with culminating project
- Random nicotine drug testing (at the expense of parents)

Third offense:

- Letter home to parents
- Healthy Habits class (4 weeks) with culminating project
- Random nicotine drug testing (at the expense of parents)
- Full weekend clipboard

Fourth offense:

- Letter home to parents
- Healthy Habits class (4 weeks) with culminating project
- Random nicotine drug testing (at the expense of parents)

- 1 week on-campus suspension

Fifth offense and after:

- Off-campus suspension

3.8732 Possession of Nicotine Products

If nicotine products are discovered in a student's room or in their belongings, then this is considered a nicotine violation.

3.8733 Suspicion of Smoking

If there is reasonable suspicion that a student is using nicotine products LAS can issue a smoking violation.

3.8734 Group of Nicotine Users

Students found among a group of nicotine users can receive a nicotine infraction, even if it cannot be determined that they were also using. If a group is approached, and nicotine use is taking place and the user cannot be identified specifically, all students in the group will receive a nicotine violation (See section 3.822). This is in accordance with the LAS Bystanding Policy in our Response from School Glossary.

3.8735 Groups in Toilet Stall

Students grouped together in a toilet stall will earn a nicotine infraction.

3.8736 Nicotine Users on or Between School Grounds

As LAS is an open campus within the town of Leysin, smoking between classes or while in the vicinity of the school is prohibited and will result in a consequence.

3.8737 Smoking in the Dorm

Smoking of any kind in the dorm is a fire hazard and is strictly prohibited. If a student is discovered smoking in a dorm, or if there is overwhelming evidence that smoking has occurred, the student will immediately receive an off-campus suspension.

If a faculty member smells cigarette smoke or nicotine vapor while in a dorm room, the students in that room will be confronted and the faculty member will call another staff member into the room. If the second staff member confirms the smell of smoke or vapor in the room, all students living in that room will receive an off-campus suspension for one week, unless those responsible step forward to receive their consequence.

Cigarette butts inside the room, on the balcony, in the garbage, outside of the window or cigarette marks in the bathroom are all considered reasonable evidence that smoking is occurring in the room.

3.8738 Vaping in the Dorm

Vaping in the dorm is disrespectful to roommates and others in the dorm. If a student is found vaping in a room, their parents will be notified, they will have to attend Healthy Habits classes, and they must see a counselor in the Health Center.

3.88 THEFT

Unauthorized removal or possession of personal property belonging to other students, faculty, or the school will result in disciplinary action which may include restitution, suspension, or recommendation for withdrawal from school. Though theft is not tolerated in any way at LAS, students should always lock and secure valuables in their safe and avoid sharing the lock combination with others.

3.89 LAS STUDENT CONDUCT CODE

While students are enrolled in LAS they are expected to follow the rules. A student can be held accountable for their behavior, even while not under the school's care, in accordance with our Student Handbook.

3.891 The Honor Council Process

1. The Dean of Students and Assistant Dean of Students will refer certain cases to the Honor Council. The decision to refer a case can be based on the presence of a certain level of doubt, or where a clear recommendation by the Honor Council will be in the best interest of the LAS community. While the Honor Council serves as an independent body of the administration, it supports the goals of the LAS Honor Code.
2. The Assistant Dean of Students selects a minimum of three participating student members and two faculty members to convene the Honor Council for a hearing (participants for each hearing have been selected by faculty for their impartiality). An Honor Council member has the right to ask to be withdrawn from the panel if he or she feels too partial to the case. The Honor Council is convened and deliberates each case at a convenient time set by the Dean's Office. The Honor Council can choose to recommend any sanction options.
3. A defendant will have the chance to present to the Honor Council and bring along one character reference as an advocate, such as a faculty parent or teacher, for their case. Their advocate must

not be directly involved in the case. If unable to attend the hearing in person, a written character reference may be submitted at the hearing.

4. Once presentations have been completed, the Deans, defendant, and advocate will be asked to leave.
5. After deliberation, the Honor Council needs a majority decision for a recommendation to be made to the relevant Deans (and in some cases, the Head of School).
6. The school's administrators are encouraged to support the decision, but have the right to amend it or ignore it.
7. All Honor Council hearings are confidential.