



Educational Co-Responsibility Agreement Vittoria High Schools Torino

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INTRODUCTION

The Educational Co-Responsibility Agreement is the expression of an educational alliance between the School and the family, which, while playing different roles, work together towards a common goal: “the cultural education and personal development of students throughout their journey of growth”. It is also a tool designed to define, in a detailed and shared manner, the rights and duties governing the relationship between the School, students and families.

Compliance with this Agreement is an essential condition for building a relationship of mutual trust, strengthening the aims of the School’s educational offer and guiding students towards academic success. To this end, in accordance with Art. 3 of DPR 235/2007 and with the provisions of the School Regulations, the School and the family sign an Educational Co-Responsibility Agreement.

The Head of School undertakes to ensure that the rights of parents, students and all school staff set out in this Agreement are fully guaranteed. The Head of School fosters dialogue, collaboration and respect among the different members of the school community, as well as the educational success of students, taking into account their individual needs.

The School Regulations, on the other hand, constitute the institutional legislative framework that establishes the organisational and management procedures of the School, designed to ensure the implementation of the PTOF (Three-Year Educational Plan of the School) in accordance with principles of transparency and coherence. Their purposes are to:

- establish rules for the general functioning of the School;
- regulate individual and collective behaviour;
- contribute, through the observance of the obligations inherent in civil coexistence, to achieving the educational and formative goals of the School.

At the time of enrolment, families are presented with the School Regulations and the Educational Co-Responsibility Agreement, together with the main rules concerning the behaviour of students, families and school staff, and are asked to commit, by signing them, to ensuring that these rules are respected. Both documents are available for consultation on the School website, together with the School’s policies.

PRINCIPLES AND AIMS

Our school is a place of personal development and education through study, the acquisition of knowledge and the development of civic awareness.

Our School is a community of dialogue, research and social experience, grounded in democratic values and aimed at the growth of the person in all their dimensions. Within it, everyone, with equal dignity and in their different roles, works to ensure education for citizenship, the fulfilment of the right to education and the development of each individual’s potential (Art. 1, paragraphs 1 and 2, DPR 249/98 – Statute of Students).

Vittoria High Schools (Vittoria Italian Curriculum High School – Liceo Linguistico Europeo – and Vittoria International Upper Secondary School) require academic rigour and active student engagement in all aspects of the curriculum, with a strong emphasis on the ideals of international understanding and responsible citizenship. The aim of the programmes offered is to develop internationally minded people who, recognising their common humanity and shared guardianship of the planet, help to create a better and more peaceful world.

In full accordance with DPR 249/98 as amended (Art. 3, DPR 235/2007), and in light of the aims of the PTOF – “to educate individuals on a cognitive, cultural and educational level” – the School proposes the following Educational Co-Responsibility Agreement, designed to define, in a precise and shared manner, the rights and duties governing the relationship between the autonomous School, families and students.

TEACHERS

Teachers undertake to:

- know and share this Agreement, the School Regulations and the School’s policies and, within the scope of their responsibilities, comply with and apply their provisions;
- be punctual for lessons, being in the classroom by the start of their period to ensure proper supervision, and be accurate in submitting teaching plans and minutes and in fulfilling the duties required by the School;
- create a positive school climate based on dialogue, collaboration and respect;
- respect, in the teaching and learning process, the learning styles, timing and pace of each person, considered as a unique and unrepeatable individual;
- foster initiative, decision-making and the ability to take responsibility;
- promote education for global citizenship;
- encourage students to appreciate and value differences;
- promote education on the rights and duties connected with the use of information technologies and the responsible use of the internet;
- inform students of the educational and learning objectives, as well as of the timing and methods of their implementation;
- make explicit the criteria for assessing oral, written and laboratory tests;
- clearly communicate to students and parents the results of written, oral and laboratory tests;
- promote academic honesty and prevent malpractice (plagiarism, improper use of artificial intelligence) in all assessed work, including the components of the IBDP (*Internal Assessment, Extended Essay, TOK*), in accordance with the relevant policy;
- ensure that students comply with the ban on the use of mobile phones, smartphones, smartwatches, earphones and headphones and with the dress code set out in the School Regulations;

- comply with and enforce the smoking ban, which also applies to electronic cigarettes and similar devices, inside the School premises and in its external areas (terrace, emergency stairways, entrance hall, etc.), in accordance with DL 104/2013;
- enforce the rules on entry, exit and punctuality set out in the School Regulations and, as Class Coordinators, inform the family in cases of repeated lateness or absences;
- ensure careful supervision of students in the classroom and during breaks, and not leave the class unattended without first notifying the school offices;
- plan their work so as to include remedial and support activities that are as personalised as possible;
- foster a constructive relationship between the School and families through individual meetings with parents and students, and during the three meetings scheduled each year for the delivery of interim reports and report cards.

PARENTS

Parents undertake to:

- know the School's educational offer, share this Agreement, the School Regulations and the School's policies, and take part in the educational dialogue, collaborating with teachers;
- support and monitor their children in respecting school rules and commitments;
- be willing to ensure their children's attendance at catch-up and enrichment courses;
- inform the School of any issues that may affect the student's academic progress;
- monitor their children's attendance and punctual arrival at school, contacting the School for verification where necessary;
- authorise and confirm via e-mail (or directly through the ManageBac or Argo electronic registers) their children's late arrivals and early departures, bearing in mind that students may not enter the school after 9:50 (the start of the third period);
- give prior written authorisation for any exit by their children from the School premises, even temporary and including during *study periods*; in urgent family situations or emergencies, a telephone request may be made in advance, but written justification remains required;
- justify absences through the electronic register, with a medical certificate where required, including the hours of absence recorded in the event of *detention*, as set out in the School Regulations;
- educate their children in the correct and responsible use of electronic and audiovisual devices and help ensure compliance with the ban, set out in the School Regulations, on the use of mobile phones, smartphones, smartwatches, earphones and headphones during School hours and during curricular and extracurricular off-site activities. Violation of this ban will result in the temporary confiscation of the device and/or referral to the competent authorities should the student use devices to publish unauthorised content that is detrimental to the image of the School or to the dignity of classmates and school staff;

- educate their children to respect the smoking ban, which also applies to electronic cigarettes and similar devices, inside the School premises and in its external areas (DL 104/2013);
- ensure that their children come to school wearing clothing that is appropriate and suitable for an institutional environment, as required by the School Regulations, and cooperate with the School should it be necessary, in agreement with the family, for the student to return home to change;
- intervene promptly and collaborate with the Head of School's Office and the Class Council in cases of poor academic performance and/or misconduct;
- keep constantly informed about their children's academic progress and behaviour, including by regularly consulting the reserved assessment area on the School website;
- attend the parent-teacher meetings organised during the school year.

STUDENTS

Each student undertakes to:

- know and comply with this Agreement, the School Regulations and the School's policies;
- know and share the School's educational offer;
- become aware of their own rights and duties;
- behave appropriately towards all school staff and classmates, respecting personal and cultural differences and the sensitivities of others;
- respect the School's spaces, furniture and laboratories, conducting any laboratory experiment or investigation ethically;
- attend lessons punctually and scrupulously follow their schedule and the calendar of school commitments. In particular:
 - o students may not enter the school after 9:50 (the start of the third period), even if their daily schedule begins at that time; any exceptions must be authorised by the Class Coordinator and/or the Head of School;
 - o late arrivals and early departures are permitted only if authorised and confirmed via e-mail by a family member (or through electronic registers Argo or ManageBac for the IBDP); students without such authorisation may not be admitted to class by the teacher of the first period;
 - o to discourage late arrivals, a supervised reception activity (*detention*) is organised from 8:00 to 8:50 in a designated room, where all the rules of the School Regulations apply, including the ban on digital devices and smartphones; *detention* results in the recording of one hour of absence in the electronic register, which must be justified and counts towards the permitted absence limit;
 - o students may not leave the School premises, even temporarily, including during *study periods*, without prior written authorisation from their parents;
 - o students must return to the classroom at the end of breaks, without arbitrarily extending them;

- o accuracy and punctuality contribute to the grade for behaviour assigned by the Class Council;
- not use mobile phones, smartphones, smartwatches, earphones or headphones anywhere in the School (corridors, bathrooms, common areas), nor during curricular and extracurricular off-site activities. These devices must remain switched off or silenced throughout School hours, including breaks and *study periods*, and be stored in the student's personal locker. Students who require such devices for therapeutic reasons are exempt from this rule;
- refrain from smoking, including electronic cigarettes and similar devices, inside the School premises and in its external areas (terrace, emergency stairways, entrance hall, etc.), as well as during curricular and extracurricular off-site activities (DL 104/2013);
- use language appropriate to the educational environment and wear clothing appropriate for an institutional environment: in particular, excessively revealing or low-cut garments, slippers or flip-flops, and clothing with offensive or inappropriate prints are not permitted;
- uphold academic honesty in all aspects of their work, completing it with integrity, transparency and autonomy, in accordance with the relevant policy published on the School website. In particular:
 - o produce assignments and assessments that reflect their own effort;
 - o acknowledge the work of others by citing authors and sources, including material taken from books, the web and artificial intelligence tools;
 - o not present the work of others as their own, including AI-generated texts, nor provide their own work to others so that they may pass it off as their own;
 - o complete tests and examinations without unauthorised support, respecting the rules of the examination room;
- pay attention to what is taught, take part in school work and contribute relevantly, enriching lessons with their own knowledge and experience;
- come to lessons with the materials required by their teachers;
- regularly complete the work assigned in class and at home;
- regularly sit the tests and assessments set by their teachers;
- foster communication between the School and the family;
- not undertake experiments or investigations involving other people without their written consent and their understanding of the nature of such activities;
- present works, performances or films that do not harm the environment and do not include excessive or gratuitous violence or explicit sexual activity;
- create presentations that respect the personal, political and spiritual values of others and contain no intention to offend on the grounds of race, gender or religious belief.

HEAD OF SCHOOL

The Head of School undertakes to:

- guarantee and promote the implementation of the School's educational offer, enabling students, parents, teachers and non-teaching staff to fulfil their roles to the best of their ability;
- guarantee every member of the School community the opportunity to express and develop their potential;
- guarantee and promote dialogue, collaboration and respect among the different members of the School community;
- oversee, with the collaboration of teachers and school staff, compliance with the rules on attendance, punctuality and the smoking ban, authorising, in agreement with the Class Coordinators, any exceptions to entry times and taking part in decisions regarding any sanctions to be imposed;
- identify the educational needs of students and of the community in which the School operates, in order to seek appropriate responses.

ACCEPTANCE AND SIGNATURE

This document is, every year:

- approved or updated by the Head of School and the teaching staff at the Teaching Board meeting held at the start of the school year;
- signed by parents at the time of the student's annual enrolment; for students aged 18 or over, the student's signature is also required;
- presented to students in class by their Class Coordinator at the start of the school year, together with the School's policies and the School Regulations,

so that they are made aware of the rules that the School considers essential for proper civil coexistence.

By signing this Agreement, the parties also declare that they have read and accept the School Regulations and all School policies published on the official School website, and undertake to comply with them within the scope of their respective responsibilities.