

RULES OF ORDER FOR BASIC EDUCATION PROVIDED BY THE CITY OF JÄRVENPÄÄ, valid as of 1 August 2026

Purpose and application of the rules of order

The purpose of the rules of order is to promote order within the school, the smooth progress of studies and the safety and well-being of the school community. The school's operations are based on laws and regulations. All members of the school community shall comply with laws and regulations and observe good manners, even if these are not recorded in the school's rules of order. The school's rules of order apply at school and at other places where teaching is provided, such as on school trips and at school camps.

In addition to the common rules of order, each unit has its own operating guidelines, which define in more detail, among other things, the school grounds, storage areas for bicycles, mobile devices, scooters and mopeds, the rules for the school playground and provide guidance on behaviour during breaks that promotes a safe learning environment. The instructions describe camera surveillance on school premises. The instructions are part of the schools' school year plans.

Rights and obligations of pupils

- Pupils have the right to free basic education, equal and non-discriminatory treatment, personal liberty and integrity and respect for privacy.
- Every member of the school community has the right to work without interference and the right to equal status. Similarly, every member has an obligation to respect and promote the working opportunities of others.
- Pupils have the right to education on all school working days and the right to a safe learning environment as well as to other benefits and services as defined by law.
- Pupils shall not bully or discriminate against others or act in a way that endangers the physical or mental safety or health of other pupils, the school community or the learning environment.



Progress of studies, comfort and safety of pupils

- I shall participate in lessons, value my work and focus on the lesson.
- I shall demonstrate my competence honestly. I understand that in exams and assignments I may use only the aids permitted by the teacher. Cheating and copying are prohibited.
- If I quote text, I shall always cite the source. I shall not copy other people's text or images without permission. I understand that presenting AI-generated content as my own work is plagiarism. Plagiarism is prohibited.
- I commit to following the school's daily routine and schedule. I shall allow myself and others to work in peace. I shall be considerate and respectful of others. I shall allow everyone to be who they are. I shall not bully others.
- I shall tell an adult at school if I observe bullying or hurtful behaviour.
- I shall dress appropriately for school.
- I shall follow good table manners.
- I shall spend break times on school premises. I shall not leave the school grounds during the school day without a reason related to my studies or some other valid reason.
- I shall take care of school property, learning materials and my own belongings, and I shall not touch someone else's property without permission.
- I shall respect the environment by putting rubbish in the bin and things back in their place.
- I know that I may be held liable for damaging another person's or the school's property. I understand that I have a duty to clean up any litter I have dropped or tidy up any mess I have made.
- I shall not bring to school any objects or substances that are prohibited by law, dangerous or intended to damage property, such as alcohol; tobacco, tobacco products and e-cigarettes referred to in the Tobacco Act; narcotic substances referred to in the Narcotics Act; knives, firearms, powerful laser pointers or similar objects or substances. Teachers and the head teacher have the right to inspect pupils' belongings. If necessary, the head teacher or a teacher may take possession of any disruptive or dangerous objects or substances.

Use of mobile devices

('Mobile device' refers to phones, tablets and smartwatches with phone functionality)

- In grades 1–6, the use of mobile devices is prohibited throughout the school day unless a teacher or another member of school staff gives permission for educational purposes, for health reasons or as a learning aid in accordance with section 31 of the Basic Education Act. Mobile devices must be kept in a backpack or in a place designated by the school throughout the school day.



- In grades 7–9, the use of mobile devices is prohibited in lessons and at mealtimes. A mobile device may be used during a lesson only with permission from a teacher or another member of staff for educational purposes, for health reasons or as a learning aid in accordance with section 31 of the Basic Education Act. Mobile devices are stored in a place designated by the school during lessons. Mobile devices are kept in a backpack/locker during lunch. Mobile device use is not recommended during break times.
- When taking photos or videos, I shall ask for permission to photograph or film others. I shall only share and publish images or videos for which I have received permission.

The school's head teacher and teachers have a duty to report any harassment, discrimination, bullying or violence that occurs at school or on the way to or from school and comes to their attention to the guardian or other legal representative of both the pupil suspected of such behaviour and the pupil subjected to it.

Failure to comply with the rules of order may result in an educational discussion or disciplinary measure in accordance with Järvenpää's curriculum.

The rules of order are approved by the Education Committee. The rules of order are reviewed regularly and updated as necessary. At the beginning of the school year, the rules are reviewed with the pupils. They are published on the City of Järvenpää website, and guardians are informed about them via Wilma.

