



ESSENTIAL ELIGIBILITY CRITERIA

- Participants should have a good level of English language proficiency as all of our programs are taught in English
- Participants must have a degree of independence and be comfortable managing their time, getting themselves to meals/classes and act in a safe, responsible manner on campus and on field trips
- Participants must have the ability to work and create both independently and within a group
- Participants must be able to self-medicate without the aid of assistance
- Participants must be prepared to participate in and engage fully with the program which includes attending all group excursions, outings, and class sessions
- Participants must be willing and able to contribute to the running of our community which may include helping in the kitchen, maintaining our household and other day-to-day community tasks
- Participants must be willing to fully disclose all physical and mental health conditions on their registration forms
- Participants must not be in need of ongoing medical treatment, either physical or mental, that would require regular visits to a local medical professional
- Participants must be willing and able to ask for support and guidance when needed
- Participants should be open-minded and tolerant of the views and opinions of others
- Participants must be willing to follow the rules, guidelines, and policies of the program
- Participants must be able to travel from their home city to Paris CDG airport without the aid of Berridge France (BF) staff

DIVERSITY & INCLUSION STATEMENT

Berridge Programs is committed to welcoming students from diverse backgrounds which includes, but is not limited to, race, gender, ethnic origin, sexual orientation, disability, and socio-economic background.

PARTICIPANT CODE OF CONDUCT

The Participant Code of Conduct holds participants on the Berridge France (BF) to a high standard of behaviour in order to protect the community, promote consideration and respect for individuals of our community and support the aims of the program.

1. BF participants are expected to be well-behaved and show courtesy and respect to everyone they encounter at all times. Participants will endeavour to be respectful of other participants

and staff, be conscious and accepting of differences and patient with the opinions and needs of others.

2. BF requires participants to uphold high standards of creative/academic integrity. Participants are expected to demonstrate a spirit of cooperation and exploration and to meet the intellectual challenges of the program through honest and hard work. Participants must refrain from all forms of dishonesty, including, but not limited to, cheating, plagiarism, supplying false information, or forgery.
3. Participants are expected to respect other participants and not to engage in any form of harassment or bullying in person or online. Harassment consists of conduct of any type (including, but not limited to, written, verbal, graphic or physical conduct) which has the purpose or effect of unreasonably interfering with an individual's academic or work performance, or which creates an intimidating, hostile or offensive learning, residential or working environment.
4. Participants are expected to respect property associated with BF. Participants shall not borrow, use or disturb items belonging to other participants, staff, BF or others without clear prior permission. Participants are expected to show respect for and take reasonable care of our residence, other facilities, equipment and furnishings. Participants shall not engage in any unauthorized entry, use or occupation of facilities not for use by our participants. Participants may not possess, duplicate or use keys to such facilities without the appropriate authority.
5. Participants are expected to know and to follow all rules listed in this Participant Handbook, as well as the rules presented by BF staff and those in positions of authority.

CONDUCT THAT WILL RESULT IN DISCIPLINARY ACTION AND/OR DISMISSAL FROM THE PROGRAM

6. Participants shall not take part in or facilitate discrimination or use discriminatory language of any kind, including, but not limited to, discrimination based on gender, gender identity, race, national origin, ethnicity, age, religion, sexual orientation, disability, handicap, or intelligence. Violations of this policy will result in disciplinary action including dismissal from the program.
7. Participants are prohibited in engaging in any conversations around alcohol, drug, smoking/vaping or cannabis usage. This includes past experiences with or around these substances, planning to consume/use these substances, making jokes or offhand comments about the possession or use of these substances either for themselves or other participants. Violation of this policy will result in disciplinary action and continued violation is grounds for immediate dismissal.
8. Participants are prohibited from tampering with or misuse of fire alarms, firefighting equipment or safety equipment. Violation of this policy will result in disciplinary action and continued violation is grounds for immediate dismissal.
9. Participants are prohibited from purchasing and/or possessing any fireworks or incendiary devices such as matches, lighters, candles or anything with open flame. Any of these items

found in a participant's possession will be immediately confiscated and any continued possession or usage will be grounds for immediate dismissal.

10. The program is strictly no-smoking, this includes the use of vaping devices. Smoking or vaping is not allowed anywhere in and around the residence or in conjunction with any program event or activity. Any of these items found in a participant's possession will be immediately confiscated and any continued possession or usage will be grounds for immediate dismissal.

CONDUCT THAT WILL RESULT IN IMMEDIATE DISMISSAL FROM THE PROGRAM

11. Participants are prohibited from committing acts of violence on persons or property or threaten to commit any acts of violence, including threatening physical violence or acting in a verbally abusive manner to any participant, staff/faculty or persons associated with our program.
12. Participants are prohibited from engaging in any form of sexual harassment in person or online. Sexual harassment is any unwelcome verbal or physical behaviour towards another person. Some examples of sexual harassment include: unwelcome or inappropriate touching, engaging in adverse action after someone refuses a sexual advance, making lewd comments about an individual's appearance, displaying pornographic images on computers, emails, mobile phones, etc, or making sexist remarks or derogatory comments.
13. Participants are prohibited from possessing or distributing drugs including all Marijuana and Cannabinoid products. Participation in an incident involving drugs is cause for an immediate dismissal, even if the participant did not consume or intend to consume these substances.
14. **Program policy completely prohibits the consumption, possession or provision of alcohol.** ALL program participants, regardless of the legal drinking age in France, must agree not to possess, use or sell alcohol at any time either on the program grounds or off the grounds on field trips. This also includes: purchasing alcohol for yourself or any other program participant, being found in possession of alcohol open or unopened, ordering and/or consuming alcohol on field trips, being in possession of any photographs of yourself or any participant consuming alcohol.
15. Participants are prohibited from purchasing or possessing weapons of any kind including guns, knives, swords or similar, even if these items are considered decorative and/or not intended for use.

Please note that parents of participants who are dismissed from the program are responsible for all associated costs of a dismissal. In the event of dismissal, there is no refund of any fees.

RESERVED RIGHTS OF THE PROGRAM

1. The program reserves the right to enter or inspect any room when, at the discretion of the Program Director, it is deemed necessary for the security or maintenance of the residence or safety of the residents. This includes the right to inspect rooms for compliance with regulations regarding drug, alcohol, smoking, weapons and fire hazards.

2. The program reserves the right to inspect personal belongings including suitcases, backpacks, purses etc when, at the discretion of the Program Director, it is deemed necessary for the security or maintenance of the residence or safety of the residents. This includes the right to inspect belongings for compliance with regulations regarding drug, alcohol, smoking, weapons and fire hazards.
3. The program reserves the right to take disciplinary action around participant behaviors deemed, at the discretion of the Program Director, as anti-social, unacceptable or dangerous either to the participant themselves or a member of the community. This may include the impositions of certain conditions for continuing residence or removal from the program at the discretion of the Program Director.
4. The faculty and staff of Berridge Programs cannot be responsible for any ongoing medical or psychological care of participants including dispensing any prescription medications, facilitating regular treatments with primary care physicians and/or mental health professionals. Students must be of good health both physically and mentally to attend our programs and be able to monitor their ongoing health and alert a member of staff in the event of an emergency. Our medical care is limited to emergency medical treatment and providing basic over-the-counter medications with the permission of a parent.
5. The program reserves the right to remove a participant whose physical or psychological health status demands, or comes to demand, more care than can normally be provided by the program. Berridge Programs is not responsible or liable for any incident resulting from undisclosed medical conditions, physical or psychological.

Please note that all enrolled participants and their parents will be asked to sign a form acknowledging that they have read and understand all of the Eligibility Criteria, Code of Conduct and Reserved Rights of the Program and that they agree to abide by all of these rules, policies and rights for the duration of the program. This includes your understanding that all costs associated with participant removal from the program are to be paid by the parent/guardian with no refund of fees at any time. Questions or concerns about these policies should be addressed with the Program Director before the start date of the program.