REGULATIONS FOR INTERNATIONAL CLASSES IMPLEMENTING INTERNATIONAL BACCALAUREATE PROGRAMMES AT III LICEUM OGÓLNOKSZTAŁCĄCE Z ODDZIAŁAMI DWUJĘZYCZNYMI IM. BOHATERÓW WESTERPLATTE IN GDAŃSK

These Regulations constitute an appendix to the Statute of III Liceum Ogólnokształcące z Oddziałami Dwujęzycznymi im. Bohaterów Westerplatte in Gdańsk. In matters not regulated by these Regulations, the provisions of the School Statute and the currently applicable regulations of the International Baccalaureate (IB) shall apply.

I. Organisation of the IB MYP and IB DP

1. The IB programme offered by the school comprises two stages of education within the four-year general secondary school:
   a) the Middle Years Programme (IB MYP) in classes 1 IB and 2 IB (including elements of the Polish national curriculum relating to Polish literature, Polish history and the geography of Poland);
   b) the International Baccalaureate Diploma Programme (IB DP) in classes 3 IB and 4 IB (hereinafter referred to as the IB DP).
2. The school offers the Diploma Programme (IB DP) as an authorised IB World School, school number 001309, and the Middle Years Programme (MYP) as a candidate school.
3. The School Principal is responsible for the organisation and administration of the IB MYP and IB DP classes. The Principal is supported in carrying out these duties by:
   a) the IB MYP Coordinator;
   b) the IB DP Coordinator;
   c) CAS Coordinators;
   d) Service as Action Coordinators;
   e) the IB Specialist;
   f) teachers delivering the IB programmes.
4. Students in classes 1 IB, 2 IB and 3 IB receive school certificates in accordance with the applicable provisions of Polish education law, while students in class 4 IB receive a certificate of completion of upper secondary school.
5. The International Baccalaureate Diploma (IB Diploma), issued by the International Baccalaureate (IB), entitles its holders to apply for admission to higher education institutions in Poland and abroad in accordance with applicable regulations. IB DP examination results are published by the IB at the beginning of July in the year in which the examinations are held. IB Diplomas are handed over to graduates after they have been received by the school, usually at the beginning of September.
6. IB DP participants are required to pay examination fees determined annually by the International Baccalaureate.
7. Students in IB MYP and IB DP classes are required to purchase, at their own expense, the textbooks, teaching materials and graphic display calculators specified by their teachers.
8. Participants in the IB MYP and IB DP are required to make payments to the Parents' Council for the purpose of implementing the programmes at the school.
9. All deadlines for compulsory assignments, projects and examination components set by the School Principal, IB programme coordinators and teachers are binding on students and are final.

II. Admission to the IB MYP and IB DP

1. Admission to class 1 IB (MYP) takes place in accordance with the applicable rules for admission to upper secondary schools. Detailed admission rules are published annually on the school website.
2. Students in class 2 IB (MYP) may be admitted to class 3 IB provided that they meet the following conditions:
   a) achieve a predicted end-of-year grade point average of at least 4.50;
   b) achieve a conduct grade of at least very good;
   c) successfully complete the Service as Action programme;
   d) successfully complete the Personal Project, in particular by submitting the Personal Project Report by the deadline set by the school;
   e) meet the requirements established by the school regarding preparation for the IB DP.
3. Students who meet the above conditions are admitted to class 3 IB upon submission of a candidate form constituting a written declaration of their choice of six IB DP subjects in accordance with the school's educational offer.
4. Each student selects three subjects at Standard Level (SL) and three subjects at Higher Level (HL). The availability of the selected subjects is subject to the school's organisational capacity.
5. A student may take a subject at Higher Level (HL) if their predicted annual classification grade in that subject is at least good.
6. A change of selected subject or level of study may be made only in particularly justified cases, with the consent of the IB DP Coordinator, during the first months of the programme and upon submission of a written application to the IB DP Coordinator.
7. Students who do not meet the conditions set out in point 2 may submit an application to the School Principal together with the candidate form and attend an admission interview conducted in English.
8. No external admissions are conducted for class 3 IB.

III. Student responsibilities

1. All students in international classes—IB MYP and IB DP—are subject to the rights and responsibilities set out in the School Statute.
2. Students in class 1 IB (MYP) are required to familiarise themselves with current IB documents and information concerning the implementation of the Middle Years Programme, in particular:
   a) information in the "IB MYP Candidate, Middle Years Programme" section of the III LO Gdańsk website;
   b) Academic Integrity Policy, common to the MYP and DP;
   c) Assessment Policy, common to the MYP and DP;
   d) Special Needs Inclusion Policy, common to the MYP and DP;
   e) Language Policy, common to the MYP and DP;
   f) Personal Project Guide and Student Handbook at III LO in Gdańsk;
   g) School AI Responsible Use Policy, common to the MYP and DP;
   h) other documents concerning the implementation of the MYP as indicated by the IB MYP Coordinator.
3. Students in class 3 IB are required to familiarise themselves with current IB documents concerning the implementation of the IB DP, in particular:
   a) General Regulations: Diploma Programme;
   b) Academic Integrity Policy, common to the MYP and DP;

c) Assessment Policy, common to the MYP and DP;

d) Access and Inclusion Policy, common to the MYP and DP;

e) Language Policy, common to the MYP and DP;

f) Extended Essay Guide;

g) School AI Responsible Use Policy, common to the MYP and DP;

h) other documents concerning the implementation of the IB DP as indicated by the IB DP Coordinator.

4. Students in class 4 IB are required to familiarise themselves with the rules governing the organisation and conduct of IB Diploma Programme examinations and with current IB documents and guidelines relating to the examination session.

IV. Promotion to class 4 IB in the IB DP and eligibility to sit the IB DP examination session

1. Promotion from class 3 IB to class 4 IB is conditional upon:

a) obtaining passing annual classification grades in all subjects studied;

b) completing on time the compulsory internal assessment components scheduled for class 3 IB;

c) completing the CAS programme in accordance with IB requirements;

d) complying with the principles of academic integrity.

2. A student in class 4 IB is eligible to sit the examination session provided that they:

a) complete school in accordance with the applicable regulations;

b) submit the Extended Essay and TOK Essay by the deadlines set by the IB DP Coordinator;

c) complete all compulsory internal and external assessment components specified in the subject curricula;

d) comply with the principles of academic integrity established by the IBO.

3. Registration of students in class 4 IB for the examination session takes place in accordance with the schedule and regulations of the International Baccalaureate (IB).

V. Transfer of a student from the IB DP

1. After consulting the Pedagogical Council, the School Principal may decide to transfer a student from the IB MYP or from the IB DP in class 3 to a class following the Polish national curriculum in the event of:

a) serious or persistent failure to fulfil student responsibilities;

b) failure to achieve learning outcomes enabling the student to continue in the programme;

c) violation of academic integrity principles;

d) receiving an unsatisfactory conduct grade (naganna);

e) other particularly justified circumstances.

2. Before a decision is made, the student and their parents or legal guardians have the right to present their position.

VI. Academic integrity

1. Students participating in IB programmes are required to comply with the principles of academic integrity established by the IB and with the procedures in force at the school.

2. Violations of academic integrity include, in particular:

a) plagiarism;

b) collusion;

c) unauthorised use of assistance or materials during examinations or when preparing assignments;

d) falsification or deliberate distortion of research data, results or other information;

e) other acts constituting academic misconduct under IB regulations.

3. Where a violation of academic integrity is suspected, the school conducts an investigation in accordance with IB procedures and the procedures in force at the school.

4. The consequences of violating academic integrity are determined in accordance with current IB regulations and school procedures and may include consequences affecting the assessment of work, examination results or the award of the Diploma, as decided by the competent IB bodies.