

Monrovia Football Academy
BTC/PHP Community
Lynch Street & U.N. Drive
Monrovia, Liberia



*"Work Hard. Be a Leader.
Dream BIG."*

Campus Rules & Regulations 2018-2019



MONROVIA FOOTBALL ACADEMY

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BTC/PHP Community
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Introduction

Monrovia Football Academy recognizes its responsibilities for child protection and is committed to doing everything within its power to uphold the highest levels of protection for our student-athletes. To facilitate our move to residential facilities in Careysburg (hereafter referred to as “Campus”), we have developed these Campus Rules & Regulations.

All Academy staff members are responsible for discipline on Campus. If any staff member discovers a student has broken any of the Campus Rules & Regulations, then the staff member will work with Senior Staff to determine how the student will be disciplined.

Definitions

Senior Staff:

Senior Staff members will make final decisions on the length and severity of a student’s punishment. Senior Staff members include Mr. Smith (Executive Director), Mr. Manubah (Director of Football), Mr. Sheriff (Director of Academics), Mr. Browne (Social Officer), and Mrs. Tyler (Teacher).

Serious Offenses:

Serious offenses, such as bringing the name of the Academy into disrepute, could have serious consequences such as a disciplinary hearing. All serious offenses will be handed by the Academy’s Senior Staff, and all punishment decisions will follow the Academy’s Discipline Protocol, which has been provided to all student-athletes.



General Rules

Out of Bounds

No student may leave Campus without written permission from a Senior Staff member.

Except for the library, all academic facilities are out of bounds during non-school hours, unless a Senior Staff member grants permission.

All football facilities are out of bounds during non-football hours, unless a Senior Staff member grants permission.

All cafeteria facilities are out of bounds during non-meal hours, unless a Senior Staff member grants permission.

Dress

The Academy's school uniform is to be worn at all times during school hours. After school, students should change into football kit. Casual clothes may be worn during dinner, study hall, and play time. Students are to have regular haircuts; unusual styles are unacceptable.

Money

Students are responsible for their own pocket money. To restrict theft, large amounts of money should not be carried around for long periods of time. All valuables must remain in dorm rooms. When outside of the dormitory, no student may have more than 200 Liberian Dollars on his/her person at any time.

Bullying

Any form of bullying is strictly forbidden. Any student found guilty of bullying, whether physical or verbal, will be punished and could be asked to leave Monrovia Football Academy.

Breaking Rules

Smoking, drinking alcohol, and any form of sexual act are considered serious offenses and could result in expulsion from Monrovia Football Academy. The Academy will not take responsibility for any students who act contrarily to these rules.

Noise

Running, whistling, shouting, and unnecessary noises are not allowed indoors. Radios, speakers, and other audio devices are to be played quietly.



Cell Phone

From Monday-Friday, cell phones are not allowed at any time except during play time. Cell phones will be collected by Dorm Parents at the end of play time and distributed to students at the start of play time on the following day. Dorm Parents will be responsible for the safe keeping of cell phones.

If parents need to reach their children during the rest of the day, they can contact any Academy staff member.

TV & Game Room

The TV and game room is for the exclusive use of Academy students; no outsider is permitted to use this facility unless the Academy is holding a special event.

Students will have access to the TV and game room during play time, Monday-Friday, and during the afternoon and evening hours on Saturday and Sunday.

The TV will not be available Monday-Wednesday. On Thursday and Friday, students may watch TV after study hall provided that their academic work has been properly completed. Watching TV after study hall is a privilege, which may be granted by the Dorm Parent on duty.

On Saturday and Sunday, students may watch TV in the afternoon and evening hours with the permission of the Dorm Parent on duty.

DVD Players & Other TV Equipment

These will be operated only by students appointed to do so and only at the times stated by the Dorm Parent on duty. DVD's will be selected by the student appointed to do so and will be shown only after the approval of the Dorm Parent on duty.

Computer Room & Library

The computer room may only be used under the supervision of a staff member. No student may bring his/her own personal computer into the computer laboratory. Radios, cell phones, and other audio equipment are also banned from the computer room, unless authorized by a Senior Staff member.

The library will only be used for research and projects. No group studying may take place at the library during study hall.

Reading

The reading of Academy library books, or books approved by a Senior Staff member, is allowed during recess, study hall, and play time only, subject to



homework being satisfactorily completed.

Football Matches & Other Activities

Students will participate in matches and other activities to the satisfaction of the Academy. All students not participating in matches and other activities held on Campus are required to watch, unless otherwise indicated by a Senior Staff member.

Meals

These are finalized at dinner on Thursday night for the weekend and will not be changed except in an emergency. All students must attend all meals. A student may not miss breakfast so that he/she can sleep late.

Manners and Courtesy

A high standard of neatness, manner and courtesy is expected at all times.



Housing Rules

Dormitories

In the morning, these are open after breakfast until the bell rings for academic classes.

In the afternoon, these are open after academic classes until the bell rings for football training and life skills lessons.

In the evening, these are open after football training until the bell rings for dinner.

At night, these are open after study hall until the following morning.

At all other times of the day they are strictly out of bounds unless special permission has been obtained from a Senior Staff member

All students must remain in their dormitory during designated hours. They cannot leave the dormitory without the express consent of their Dorm Parent.

No food or liquids (except water) are allowed in the dormitories.

All dorm rooms must remain clean and organized at all times. No games of any kind are to be played in the dormitories.

No boy is allowed to enter into the girls' section of the dormitory at any time.

No girl is allowed to enter into the boys' section of the dormitory at any time.

Showers and Baths

All students must shower after football training and before dinner. No student may shower after study hall unless he/she has the permission of a Dorm Parent. Permission is given on special occasions. Showering is to be done quietly.

Sandals

To be worn from dorm rooms to showers and bathrooms at all times.

Laundry

Each student is personally responsible for washing his/her laundry. To avoid any problems, all clothing must be clearly marked and there should be no borrowing of clothes.



Rollcall

At the end of play time, all students must participate in rollcall with the Dorm Parent on duty.

Lights-out

A first bell will ring for lights out. At this point, all students must finish brushing their teeth and preparing for bed. Ten minutes later, a second bell will ring for lights out. Silence and lights out is to be observed on the second bell.

In the morning, students may not get out of bed before rising bell without the permission of a Dorm Parent. Students may not use radios, cell phones, or any other visual/audio device after lights out. Any student who is seen using such a device after lights out will have his/her cell phone confiscated for the rest of the marking period.

Pornography

Viewing or being in possession of pornography is against the law. The viewing of pornography in any form, on any visual/audio device, is strictly prohibited and will be regarded as a serious offense.

Breakages & Repairs

Breakages must be reported at once to a Dorm Parent, who will then report them to the Senior Staff. The Senior staff will track breakages and enter them into the repair book. Parents of students may be liable for repair. All property should be carefully looked after and respected.



Exit Rules

Exits and Leaving Campus

Students must obtain written permission from a Senior Staff member to leave campus at any time. No exits to visit home will be granted to any student unless a letter, email, text, or phone call is received from an Academy parent.

If the Academy does not have any activities scheduled for a full weekend, then a leave-out weekend may be granted. During semester hours, leave-out weekends are usually granted from 7:00am on Saturday to 6:00pm on Sunday. Such leave may not interfere with School commitments.

Special leave for doctor and/or dentist appointments must be granted by a Senior Staff member. Students must report back to the Senior Staff member after the visit.

Leaving Campus for Religious Purposes

The Academy accepts students of all backgrounds and religions. Students who need to leave campus to practice their religion will be accompanied by a fellow practicing staff member.

Signing Out

For short exits (i.e. church, mosque, market etc.), students will leave Campus only after obtaining written permission from a Senior Staff member. On leave-out weekends, students will sign the exit list giving the name, address, and telephone number of the people to whom they are going. They will also list the time of their return.

Illness

In case of illness, students must report to an Academy Medic immediately. Students are not to treat themselves without consulting a Medic. On returning from hospital or the doctor, the student must report immediately to the Medical Center to report to the Medic on what the doctor says is to be done and to confirm who will notify the parents.

Vacations

Requests to leave early must be directed to a Senior Staff member. Permission to leave early will be granted in exceptional cases only. Students wear school uniform when travelling.



Traveling

It is a school rule that no student will travel in a car driven by a school student. No boarder will drive a car, motor cycle or pedal cycle and may not be carried as a pillion passenger. This includes weekends. Parents of students who will be given lifts on leave-out weekends must give permission by letter or fax. Hitch-hiking is forbidden. The School and Boarding House will not be held responsible for any mishaps that might occur as a result of students breaking this rule.

Motor Bikes and Cars

No student may be in possession of a car or motor bike whilst at Monrovia Football Academy. No student may keep a car or motor bike with friends for use over weekends. No Academy student may be transported by another Academy student in a car or on a motor bike. The Academy will not be held responsible for any mishaps that might occur as a result of students breaking this rule.

Miscellaneous

Roller skates, roller blades, skateboards and push scooters are not permitted on Campus.

Visitor Rules

Family Visits

Students may welcome their parents and family members to the Academy when granted approval during the week and on Academy-authorized weekends. Both students and parents must receive approval for the visit from a Senior Staff member.

No family member is allowed into the dormitory at any stage unless they have the permission of a Senior Staff member.

No parent or visitor may take any student off Campus at any stage unless permission and an exit are obtained from a Senior Staff member.