RUGBY SCHOOL
THAILAND

Guest Code of Conduct & Boarding House Rules and Regulations

Accommodation Period: 11–14 December 2026
Location: Rugby School Thailand, Chonburi, Thailand

1. General Rules and Regulations

As the boarding houses are located within an educational institution and are normally used as residential accommodation for children, all guests are required to respect the school's safeguarding policies, security procedures, facilities, and surrounding environment.

All guests must comply with the following rules and regulations throughout their stay.

Failure to comply may result in immediate removal from the premises, termination of accommodation, and/or additional charges, where applicable.

2. Strictly Prohibited Items and Activities

The following items and activities are strictly prohibited anywhere within the boarding houses and school premises:

- **Alcohol:** The possession, consumption, distribution, or bringing of alcoholic beverages onto school premises is strictly prohibited, including alcohol purchased at Tomorrowland or elsewhere.
- **Illegal Drugs and Controlled Substances:** The possession, use, distribution, or consumption of illegal drugs, cannabis, and other prohibited substances is strictly forbidden.
- **Smoking and Vaping:** Smoking, vaping, electronic cigarettes, and the use of any tobacco or similar smoking products are strictly prohibited. *Please be aware that the boarding houses are equipped with sensitive fire detection and alarm systems, which may be triggered by smoke or vapour. (Guests may also be held responsible for any costs incurred as a result of triggering a fire alarm through prohibited activities.)*
- **Weapons and Dangerous Items:** Firearms, knives intended as weapons, fireworks, explosives, and any other dangerous or prohibited items are not permitted.
- **Illegal Activities:** Gambling, violence, harassment, theft, vandalism, or any other unlawful activities are strictly prohibited.
- **Disorderly Conduct:** Aggressive, threatening, abusive, or inappropriate behaviour towards staff, security personnel, or other guests will not be tolerated.

RST reserves the right to notify the relevant authorities if any illegal activities are suspected or identified.

3. Guest Registration and Accommodation Access

For the safety and security of all guests and the school community, strict registration and access procedures will be enforced.

- Only guests who have been officially registered and confirmed under a valid accommodation booking are permitted to enter and stay in the boarding houses.
- **Unregistered visitors, friends, or additional guests are strictly prohibited from entering the boarding houses**, regardless of whether they intend to stay overnight or visit temporarily.
- Guests are not permitted to invite friends or other Tomorrowland attendees into their rooms or communal boarding house areas.
- The number of occupants must not exceed the number of guests approved under the original booking.
- Additional occupants cannot be added without prior written approval from the RST accommodation management team.
- All guests must provide valid identification (passport or Thai national ID card) during registration and upon request by authorised school personnel.
- Guests must follow the designated entry and exit procedures and use only the authorised access points.
- Guest identification wristbands, passes, or keys, where issued, must not be shared or transferred to another individual.

RST reserves the right to refuse entry to anyone who is not on the approved guest registration list.

4. School Safeguarding and Restricted Areas

As the accommodation is situated within a school campus, safeguarding and security are of the highest priority.

- Guests must remain within the designated boarding house accommodation areas and approved access routes.
- Access to classrooms, teaching buildings, sports facilities, staff accommodation, other boarding houses, and restricted school areas is strictly prohibited.
- Guests must not enter any room, floor, or building that has not been allocated to them.
- Guests must respect the privacy of school staff, residents, and other guests.
- Photography, filming, or recording of children, school residents, or restricted school areas without authorisation is prohibited.
- Guests must comply immediately with instructions issued by authorised school staff, accommodation management, and security personnel.
- Tampering with security cameras, access controls, locks, or other school security equipment is strictly prohibited.

5. Noise and Respectful Behaviour

All guests are expected to behave responsibly and respectfully throughout their stay.

- Excessive noise, shouting, loud music, and disruptive behaviour are not permitted.

- Guests must observe designated quiet hours, which will be communicated during check-in.
- Parties, gatherings, or social events inside bedrooms, corridors, and communal boarding house areas are strictly prohibited unless expressly authorised.
- Guests must respect the comfort, privacy, and safety of other occupants.
- Running, rough play, or behaviour that could endanger others or damage school property is prohibited.
- Guests must not engage in threatening, discriminatory, sexually inappropriate, or harassing behaviour.

6. Room Occupancy and Use of Facilities

- Guests must stay in their assigned rooms and beds. Room changes or bed swaps require prior approval from the accommodation management team.
- Guests must not move beds, mattresses, or furniture between rooms without permission.
- Sleeping in corridors, communal areas, or any unallocated space is prohibited.
- Guests must not interfere with fire alarms, smoke detectors, emergency exits, or other safety equipment.
- Cooking, using portable stoves, candles, incense, or other open-flame devices inside bedrooms is strictly prohibited.
- Electrical appliances that present a fire or safety risk are not permitted.
- Pets and other animals are not permitted, except where required by applicable law or expressly authorised.
- Guests must use all facilities responsibly and report any faults or damage immediately.

7. Cleanliness, Hygiene, and Property Care

Guests are responsible for maintaining the cleanliness and condition of their assigned accommodation.

- Bedrooms, bathrooms, corridors, and shared facilities must be kept clean and tidy.
- Rubbish must be disposed of in designated bins.
- Littering anywhere on school premises is strictly prohibited.
- Vomiting, urinating, or any other unsanitary behaviour outside designated bathroom facilities is strictly prohibited.
- Guests must not remove school property, bedding, towels, furniture, or equipment from the boarding houses.
- Any damage, breakage, staining, or loss of school property must be reported immediately.
- Guests may be held financially responsible for damage, loss, or additional cleaning costs resulting from their actions or negligence.
- All rooms must be returned in a reasonable condition upon check-out.

8. Security, Safety, and Emergency Procedures

- Guests must follow all safety instructions provided by RST staff and security personnel.
- Fire exits, staircases, corridors, and emergency access routes must remain unobstructed at all times.
- Guests must familiarise themselves with emergency exits and designated assembly points.
- Any accidents, injuries, suspicious activities, security concerns, or emergencies must be reported immediately to the designated accommodation representative or security team.
- Guests must not allow unauthorised individuals to follow them through secured entrances.
- Lost room keys, or wristbands must be reported immediately.
- Guests must not enter the accommodation areas while behaving in a manner that poses a safety risk to themselves or others.

9. Check-In and Check-Out Procedures

- All guests must complete the official check-in and identity verification process before accessing their assigned accommodation.
- Check-in and check-out must take place within the designated times communicated by the accommodation management team.
- Early check-in and late check-out are subject to prior approval.
- All issued keys, and other school property must be returned upon check-out.
- Guests must remove all personal belongings and rubbish before departure.
- RST reserves the right to inspect rooms after check-out and assess any damage, missing items, or additional cleaning requirements.

10. Damage, Security Deposit, and Additional Charges

- A refundable security deposit may be required as part of the accommodation booking.
- Guests are responsible for any damage to school property, furnishings, equipment, or facilities caused during their stay.
- Charges may be applied for missing items, damage, excessive cleaning, lost keys, or other costs resulting from breaches of these rules, subject to the booking agreement.
- Where damage or loss exceeds the security deposit, the responsible guest will be required to pay the outstanding amount.
- Security deposits will be refunded in accordance with the agreed booking terms following the completion of room inspections and settlement of any applicable charges.

11. Breach of Rules and Termination of Accommodation

RST reserves the right to take appropriate action against any guest who fails to comply with this Code of Conduct.

Depending on the nature and severity of the violation, action may include:

- A formal warning from accommodation management or security personnel.
- Refusal of entry or restriction of access to the accommodation.
- Immediate termination of the guest's accommodation and removal from school premises.
- Additional charges for damage, loss, or cleaning costs.
- Notification to the relevant authorities where necessary.

Serious violations, including possession of prohibited drugs, alcohol-related misconduct, unauthorised visitors, violence, threats, or breaches of safeguarding and security requirements, may result in immediate removal without a prior warning.

Any refund entitlement following termination will be determined in accordance with the booking terms and applicable law.

12. Guest Acknowledgement and Agreement

By confirming a booking and checking into the boarding house accommodation, each guest acknowledges that:

- They have read, understood, and agreed to comply with the RST Guest Code of Conduct and Boarding House Rules and Regulations.
- They understand that the accommodation is located within a school campus and that strict safeguarding and security measures apply.
- They agree to follow all reasonable instructions issued by authorised RST staff and security personnel.
- They accept responsibility for their personal conduct and for any damage or loss caused by their actions.
- They understand that serious or repeated breaches of these rules may result in termination of their accommodation.

Rugby School Thailand reserves the right to enforce these rules to protect the safety, security, and wellbeing of its school community, guests, staff, and property.

I confirm that I have read, understood, and agree to comply with the above Code of Conduct and Boarding House Rules and Regulations.