

STUDENT BEHAVIOR POLICY

(Revised in June 2023)



Islamiya English School Abu Dhabi LLC



Student Behavior Policy

All students are expected to conduct themselves in a disciplined manner at all times and in all places. The whole-hearted co-operation of parents/guardians is expected in the formation of the character of their children/wards. As the student progresses from the lower to the higher classes, he/she will be given increasing opportunity to shift from conforming to extremely imposed order to self-imposed discipline.

Punctuality should be strictly observed. Those who come late without valid reasons may not be permitted to enter the classroom. A record of late-comers will be maintained in the diary and appropriate action will be taken, depending upon the frequency of default. Depending upon the frequency of default a student after reprimand & information to the parent can be suspended/rusticated from the school with the approval of the ministry. Parents are requested to co-operate in this regard.

The school adopts strategies and frameworks that recognize, reward and reinforce positive behavior and shall not rely only on set of rules and punishments with dealing with student misconduct.

School takes into consideration the students' individual circumstances and personalities, including social, emotional, and psychological factors that may underlie a student's behavior.

When applying disciplinary measures, the school follows three levels contained in the manual of policies and guidelines, and applying the Student Behavior Regulations issued by the Ministry of Education in case that are not mentioned in ADEK's Guidelines and Policies.

When applying disciplinary proceedings, the school does not apply any form of physical punishment lowering or threatening to lower grades, isolation during the school day or at the end of the school day, detention during or after school hours: group punishment for individual misconduct: imposing more school or homework: mocking or insulting the student in private or in public: and preventing the student of using washroom facilities or consuming food.

Students are given appropriate guidance and opportunities to identify the motivation and purposes behind their actions and to rectify any negative behaviors before disciplinary action is taken.

Disciplinary Actions:

To provide guidance to Schools in determining progression of discipline, the Council categorizes students' misconduct into three levels, as follows:

Level One: Any behavior that results the disruption of the teaching and learning environments, which may include, for example:

- Tardiness (late/unpunctuality).
- Unexplained absences.

- Not bringing the necessary books and equipment to class.
- Incorrect School uniform (including sports uniforms).
- Disruptive behavior in classrooms and in School.
- Breaking School rules including in classrooms, hallways, playgrounds and buses.
- Defying orders from School management and staff.
- Mocking others.
- Disruptive behavior on School buses (e.g. vandalizing bus seats).

Level Two: Any behavior that results the disruption of the teaching and learning environment, which may include, for example:

- Skipping classes or School
- Sneaking into School after School hours without the presence of supervisors.
- Using abusive or inappropriate language toward peers and/or teachers.
- Fighting with other students and/or bullying them.
- Theft.
- Vandalizing School property or the property of others.
- Using cell phones during School time without the School administration's permission.
- Possessing or viewing pornographic or other inappropriate material.
- Cheating in exams or assignments.
- Providing false documents (e.g. forging Parents'/Guardians' signature).
- Misuse or abuse of the School's IT systems.

Level Three: Any behavior that results in physical danger to others, or which violates applicable laws in the UAE, which may include, for example:

- Assaulting Teaching Faculty members, staff or members of the local community.
- Distributing (or participating in the distribution of) pornographic material.
- Willful damage to, or destruction of, School and personal property.
- Possessing or selling weapons or explosives.
- Using or promoting illegal drugs or substances in violation of public order and morals.
- Exchanging any inappropriate materials, such as letters or photos.
- Committing major actions contradictory to public morals such as sexual assault.

Students' misconduct is dealt with as follows:

Advise student with a clear explanation, with reasons of the changes in behavior that are required of the student by the school.

The school puts in place strategy with appropriate monitoring and support to address and correct the students' unacceptable behavior. If there is a need for further escalation of response, the school informs parents/guardians by letter and hold a meeting or a series of meetings with them to agree to a reasonable joint home-school strategy. At this stage, parents shall be required to sign an undertaking to support the agreed upon strategy.

Should unacceptable behavior continues, the school imposes a suspension of up to five days and shall issue to the student and his or her parents/guardian a final warning.

In the final stage, if a student fails to modify his or her behavior in accordance with the requirements of the school, the school applies to the ADEK to transfer the student to another school or permanently exclude the student concerned.

In making an application for transfer or removal, the school ensures that all the stages have been followed.

The school forms School Disciplinary Committee to review and discuss student behavior issues, provided that disciplinary actions by the committee must be fair and equitable to all students without exception.

The Disciplinary Committee consists of the following members:

(1) Vice-Principal (2) The respective Section Heads (3) Social Counsellor

All disciplinary actions are appropriate to the student's age and the severity of the misconduct as per the levels identified in the policy.

The school's Disciplinary Committee keeps, record of the disciplinary offenses of each student and the actions taken in response, on the eSIS system including uploading all supporting reports for all offenses and actions taken. The School, the ADEK and any supervisory authorities treat all information about student's behavior as strictly confidential.

Students with Specific Needs:

The school takes into consideration before taking any disciplinary action against a student with special needs of special educational needs of individual students and plan.

Students with special education needs are not subject to more severe consequences than those imposed on the rest of the students, for comparable violations.

The school conducts policy without discrimination between students with disabilities and other students.

Disciplinary action may be taken against children for:

- a) Not wearing the proper uniform.
- b) Not coming to school on time.
- c) Having long hair
- d) Not doing the given home work/class work
- e) Repeatedly forgetting to bring the necessary text books, note books etc, to the class.
- f) Damaging school property.
- g) Constantly indulging in misconduct.
- h) Fighting with class/school-mates.
- i) Misbehavior with the teachers.
- j) Cheating
- k) Stealing
- l) Bunking the class/school.
- m) Using bad language.
- n) Any Immoral Act.
- o) Use of Whiteners

The School expects the co-operation of parents to ensure that their children

- a) Come to school regularly on time and are dressed neatly and properly.
- b) Bring to school their books and notebooks properly maintained and as per time-table.
- c) Pick & drop their wards on time.
- d) Offer no gifts to teachers and other staff members.**

Parents are advised not to let their children bring expensive articles to school. They should not give them excessive pocket money because the School will not take any responsibility for the belongings of the students.

Students are not allowed to bring any electronic gadget. Confiscated items will not be returned at all.

While the Management is extremely careful in taking all safety measures and precautions to avoid and prevent any possible accidents some mishaps may take place. It must be understood that parents/ guardians entrust their children/wards to the school staff at their own risk and the Management shall at no time be held responsible for any such incidents inside or outside the school premises and during camps, picnics and excursions.

Parents are requested to notify the school of any change in their address or telephone number. They are also requested to attend all PTM (s).

The End.

