SCHOLARS
INDIAN SCHOOL

BEHAVIOUR POLICY

To promote desirable student conduct and behaviour, the Scholars Indian School has adopted the Student **Code of Conduct provided by the UAE Ministry of Education and all the other applicable state and federal laws therein.**

Scholars Indian Private School nurtures a climate in which all students, irrespective of their academic abilities are honest, respectful, considerate and responsible.

The aims of this policy are:

- To promote the values of honesty, trust, fairness, tolerance, compassion and politeness
- To reinforce positive behaviour at every opportunity
- To educate children to take responsibility for behaving in an appropriate manner
- To ensure that children understand that they are a valued part of the school community
- To ensure that children understand their role in school and society
- To discuss and share what constitutes acceptable behaviour through creating classroom rules
- To ensure that children know and understand what is acceptable behaviour
- This policy should be consistently applied although staff will use their professional discretion and take into account children's individual personal circumstances.

Responsibilities:

Managerial Responsibility:
The school management is responsible for ensuring that a fair and effective Code of Behaviour and Discipline that includes rules, ways of encouraging and affirming student efforts, rewards, penalties, and implementation procedures, be developed and implemented with the participation of all the stakeholders of the institution.

Staff Responsibility:
Staff will take every opportunity to raise students' awareness and understanding of the many issues related to behaviour and discipline through effective use of Circle Time, Student Council, Islamic Education/Values Education, PSHE and an all-pervading strand of social, moral and spiritual development in out reaching.

School staff should consider themselves responsible at all times for the behaviour of students within sight or sound of them and should respond promptly and firmly to any instances of unacceptable behaviour.

Parental Responsibility:
Parents should provide a conducive home environment as it plays a crucial role in shaping attitudes that produce good behavior in schools. It is therefore important that parents should be aware of the aims, values and the nature of expected behavior of the school.

Student Responsibility:
Students should apply themselves to the learning and application of real-life enhancing skills as self-control, conflict management, problem-solving, decision-making, and effective intra-/inter-personal

communication. They should also learn to appreciate that offensive behaviour has its consequences and that good behavior shapes the desired community environment.

Attitudes and Behaviour:

The cornerstones of standards of students' behaviour are respect for oneself, respect for others, respect for the school and local community, and respect for the environment.

Scholars Indian School strives to offer all their students a hazard free and emotionally safe environment in which they can achieve their full academic and personal potential. In order for schools to achieve this objective, the responsibilities of students and parents include:

- Abiding by the school's behaviour policy. This policy will cover expected code of behaviour during the school timings, during extra-curricular activities, on school buses, during school trips and students' participation in social-media forums.
- Ensuring the student understands the school's expectations and possible consequences that may arise due to breach of the behaviour code.

Unacceptable Behavior:

Given that students have a right to be in an orderly and safe learning environment, they are expected to behave, both inside the school premises as well as on school buses, in a friendly and orderly manner and to show respect for all persons and property.

Unacceptable behaviour in such contexts includes repeatedly disrupting the class, shouting, leaving the class without authorization, showing disrespect for teachers and other students, lingering, failure to do work to the best of one's ability, fighting, using inappropriate language, playing rough, behaving disrespectfully with others, throwing objects at others, bullying someone and indulging in acts of vandalism. The school has ensured to place a behavioural chart to mark the points according to different levels of violations indicated in the Behavioural Violation Chart which is made available to all the classes.

Online behaviour Expectations
(copy netiquettes for students)

Assemblies:

Assemblies are an essential communication tool. The goal of a successful assembly is to contribute to the development and maintenance of a quality environment for all students that will enable them to enjoy their daily collective experience.

Travel on School Buses:

While travelling on a school bus, students must behave in an orderly and respectful manner.

Changing Classes between Lessons:

When it is necessary to move between lessons this should be done quickly and quietly. No lingering should be allowed. Where a system of student-based classes is in use, teachers and class leaders or prefects should ensure that the class group is not left unsupervised for an unreasonable length of time. Students are expected to abide by school rules.

Organised Educational Trips:

Educational visits, field trips and seminars are authorised and may be taken as an extension of the classroom to contribute to the achievement of the educational goals of the school. Students are expected to attend these activities. While on such excursions, students are to consider themselves as guests and ambassadors of their school. Students must treat teachers, helpers and guides with respect and courtesy. Schools are required to notify parents and to obtain their written consent in advance.

Property:

Students are expected to respect such school property as furniture, buildings, books, materials and equipment. Students have an important role to play in ensuring that the physical environment is kept clean and attractive.

Break time:

Students are expected to leave the classrooms during the break and keep the school premises eco-friendly by disposing the garbage appropriately.

Behaviour in Common Areas

While in the library, in the laboratories, study areas, canteen, grounds and other common areas, students are expected to behave well as they would in class. Standards of behaviour and hygiene in toilets must be ensured.

Managing Inappropriate Behaviour:

A Stepped Approach:

Scholars Indian School has a range of options and rewards to reinforce and praise good behavior. These will be proportionate and fair responses that may vary according to the age of the pupils, and any other special circumstances that affect the pupil.

When poor behaviour is identified, sanctions should be implemented consistently and fairly in line with the behaviour policy. We have a level of measures clearly communicated to school staff, pupils and parents.

Refer reward and sanction policy of school (copy the link)

Rewarding Good Behaviour:
Accentuating the Positive
The Rewarding good behaviour policy addresses two important aims of the school:-

- To develop a Rights and Responsibilities Approach in our students to ensure that they develop into responsible world citizens.

- To build Team Spirit and to ensure that a larger scope of the student body is acknowledged for their good work.

In order to promote the best code of conduct and to enhance academic progress, a deserving student will be chosen from each class every year and will be honoured with 'Best Behaviour Certificate'.

*** MOE Behavioural Violations and their categories**

a. First level violations.

1. Coming late to the morning assembly or not participating therein.
2. Coming late to the class without acceptable justification.
3. Being absent without acceptable justification.
4. Not wearing the school uniform or sports dress.
5. Not bringing books and school tools or not taking care of them.
6. Entering and leaving the classroom, during the class, without permission.
7. Negligence or not doing the homework.
8. Student's non-compliance with the regulations of using the school facilities.
9. Minor behavioural offences such as delay in joining the class, wearing clothes in the online learning platform that violates public decency, engaging in private conversation using learning platform not related to studies.
10. Any action similar to these violations.

b. Second level violations.

1. Writing on the school walls and furniture.
2. Absconding from the school during the school day.
3. Quarreling with, and threatening school mates verbally or physically.
4. Noncompliance with the advisory and disciplinary regulations applied in the school.
5. Talking inappropriately to the school mates or the school staff.
6. Noncompliance with the instructions or directions regulating the school work.
7. Noncompliance with the instructions for using the computers or technical aids in the school.
8. Counterfeiting the guardian's signature in the school correspondence upon submission to the school.
9. Absence from school (learning platform) without reason, threaten class mates in online, misusing means of communication provided, verbal abuse in online, inciting students from attending the classes and engaging in audio visual communication for non-educational purpose.
10. Any action similar to these violations.

c. Third level violations.

1. Engaging in what would violate the morals and general system in the school.
2. Possessing unnecessary sharp items, firearms, non-firearms or hazardous materials in the school.
3. Damaging or destroying school equipment's or devices.
4. Damaging or destroying the belongings of school mates or school staff.
5. Damaging of or tampering with school buses.
6. Flagrant violation of the community traditions and values in clothing, appearance and behaviours.
7. Seizing the school's, the school staff's or school mates' belongings.
8. On campus smoking.
9. Possession of electronic or physical media materials that is unlicensed or non-compliant with the general system.
10. Engaging in bullying, defaming, impersonating classmates in online, photocopying images of teachers/students without permission, manipulating online facility to insult, identity theft.

11. Any action similar to these violations.

d. Fourth level violations.

1. All kinds of threats to the school staff.
2. Engaging in actions contradictory to the morals, including sexual harassment.
3. Publishing/posting something which defame or insult the school or staff or students, engaging in damaging software or school data.
4. Actions similar to these violations.

e. Fifth level violations.

1. Defamation of political, religious or social symbols.
2. Promoting anything against ethical values, manners and general system.
3. Possessing, bringing, promoting or using drugs, anaesthetic drugs, and psychotropic drugs in the school.
4. Presence in the school under the effect of drugs, narcotic or psychotropic drugs.
5. Assaulting the school mates or the school staff.
6. Counterfeiting the official documents of the school.
7. Defaming religious or provoking what would cause sectarian or religious conflicts in the school.
8. Committing major actions contradictory to the morals such as sexual assault or having sex.
9. Committing acts of public indecency in the school.
10. Using firearms or non-firearms in the school.
11. Developing programmes to harass users, creating malicious software, engaging in online activities which are prohibited by the law of the country.
12. Any actions similar to these violations.

Behavioural Violations during Distance Learning

- School will focus on preventing, controlling and regulating behavioural concerns during online learning and educating staff and children on technical offences.
- Special emphasis will be on controlling instances of any form of cyber bullying. Behavioural offences specifically during online classes, are classified below, as per their severity:

- First Degree Offences or Minor Behavioural Offences
  - more than 10-minutedelay in joining the class
  - not wearing complete uniform
  - having private conversations not related to studies
  - late submission of assignments or projects without prior permission

- Second Degree Offence or Medium Severity Offences
  - absence from school without valid reason
  - threatening classmates, misusing means of communication
  - inciting students to skip classes
  - engaging in audio-video communication for non-educational purposes

- Third Degree Offences or Serious Behavioural Offences
  - Bullying or defaming, passing derogatory comments about a classmate
  - impersonating classmates, publishing or posting images of teachers/students without permission
  - using information technology to insult others
  - searching for others' passwords and entering their accounts
  - using foul language towards classmates or teachers

- destroying software from others' devices
- malpractices during examinations

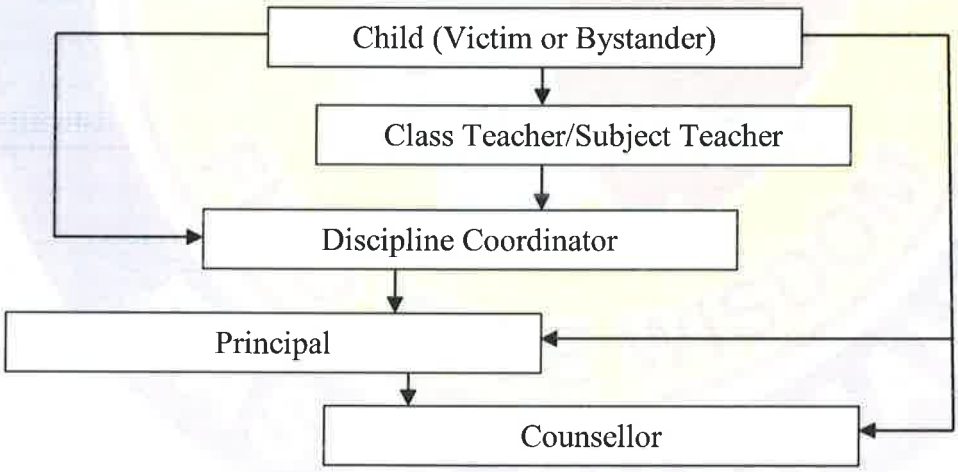
- Fourth Degree Offences or Very Serious Behavioural Offences
  - using social media for immoral uses
  - developing programmes to harass users
  - creating malicious software

- The consequences for inappropriate behavior during online learning will be the same as stated in the policy earlier for regular, on-campus classes. Any student who commits an offence of the first or second degree, will be given a verbal warning, on the first instance. If it is repeated the second time, a written warning will be sent to the parents. An offense if repeated for the third time, a referral to the Counsellor is made to understand the underlying reasons for the unacceptable behaviour. A fourth warning may lead to suspension from school.

- Any breach of the rules (third and fourth-degree offences) may lead to withdrawal of the user's right to log-in or monitoring the use of the service or terminating his/her use of the service or both, following thorough investigation. In certain cases, where illegal acts have been carried out, the student may have to face criminal charges, and disciplinary procedures will be followed.

- The final deciding power rests with the School Principal, who will take fair and appropriate action based on the age and other circumstances.

Bullying Reporting System



Policies for further reading and understanding:

Anti-Bullying Policy
Rewards and Sanctions Policy
Child Protection Policy

Adopted: April, 2015 **Reviewed and updated: April, 2025**

Hameed Ali Yahya K M
Principal