



**GARDEN CITY
BRITISH SCHOOL**

Policy 50: Student Behaviour Policy

2023 - 2024

Policy 50: Student Behaviour Policy

Corresponding to Article (55) of the Organising Regulations

DEFINITION(S):

For the purposes of this policy, **students' behaviour** refers to students' responses to a number of daily life situations and activities, such as the appropriateness or inappropriateness of their words, mannerisms, attitudes and actions toward each other or toward the Teaching Faculty or other members of the wider School community.

PURPOSE(S):

- To promote positive student behaviour in Schools.
- To set out the Council's requirement that all Schools regularly review a Behaviour Policy which makes clear to all students and their Parents/Guardians the School's expectations of students' behaviour and how the School will deal with any misconduct.

POLICY:

This code is based on the Council's "Guidelines for Managing Student Behaviour in Abu Dhabi Schools". With regard to student behaviour and discipline, all Schools are required to issue and commit to implementing a code, which must be approved by the Council. This code should include details of the School's procedures for promoting positive behaviour and its guiding and disciplinary action to modify misconduct. This code must be distributed to all students and their Parents/Guardians at the beginning of each school year and it must be discussed from time to time with students, staff, and Parents/Guardians to ensure that it is understood throughout the School community. A School shall take into account the following guiding principles when preparing its student Behaviour Policy:

Reinforcing Positive Student Behaviour

Schools shall adopt strategies and frameworks that recognise, reward and reinforce positive behaviour, and shall not rely only on a set of rules and punishments for dealing with student misconduct. Schools shall consider the following important co-dependent factors for positive student behaviour:

- **Heritage and culture:** a sense of the behavioural values and principles that address the UAE's culture and traditions.
- **Positive School environment:** a School environment that is welcoming, caring, safe, enriching, professional and respectful to students.
- **Management of student behaviour:** by using role models from students' families, teachers and all other staff and through maintaining an effective and consistent system for shaping and managing student behaviour appropriately based on age and gender.
- **Partnerships with Parents/Guardians and the local community:** active involvement of Parents/Guardians and strong community partnerships.

Student Code of Conduct

All students must respect the main code of conduct. Additionally, a School should add its own particular aspects to the code, which would apply while students are at School, or while participating and attending any School field trips and extra-curricular activities. The Council expects that all students will comply with the following main rules:

- Comply with all School rules and instructions.
- Behave responsibly and not endanger the safety and welfare of others or self.
- Care for the facilities and property of the School and of others.
- Arrive at School and lessons on time and justify any tardiness and absences.
- Participate in promoting a positive School community image.
- Demonstrate a positive attitude and apply the very best effort toward learning.
- Behave responsibly so as not to disrupt the classroom or the learning of others.
- Commit to the heritage and culture of the UAE.
- Show respect to all members of the School community, and Parents/Guardians and other members of the local community.

Managing Students' Misconduct

Schools shall use the appropriate guidance and disciplinary actions to encourage students to understand why their behaviour is unacceptable and how to behave better in the future. In their response to incidents of student misconduct, Schools shall take into consideration the students' individual circumstances and personalities, including the social, emotional, and psychological factors that may underlie a student's behaviour. Managing students' misconduct must be consistent with the following:

Disciplinary Actions

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

- **Level One** - Any behaviour that results in disruption of the teaching and learning environment, which may include, for example:
 - Tardiness (lateness/unpunctuality).
 - Unexplained absences.
 - Not bringing the necessary books and equipment to class.
 - Incorrect School uniform (including sports uniforms).
 - Disruptive behaviour 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 behaviour on School buses (e.g. vandalizing bus seats).

- **Level Two** - Any behaviour that results in severe disruption to the teaching and learning environment or that may cause harm to self or others and or property damage, 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' signatures).
 - Misuse or abuse of the School's IT systems.
- **Level Three** - Any behaviour 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.
 - Wilful 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.
- **Banned Disciplinary Actions** - It is forbidden to use any of the following methods as disciplinary actions:
 - All forms of physical punishment (see Policy (52)).
 - Lowering or threatening to lower grades.
 - Group punishment for an individual's misconduct.
 - Imposing more School work.
 - Mocking or insulting the student in private or in public.
 - Preventing the student of using washroom facilities or consuming food.

Staged Approach for Dealing with Wilful or Persistent Misconduct

Students should be given appropriate guidance and opportunities to identify the motivation and purposes behind their actions and to rectify any negative behaviours

before disciplinary action (e.g. warnings, written notices) is taken. Student misconduct shall be dealt with as follows:

- Firstly, the School shall provide counselling for the student, with a clear explanation, with reasons, of the changes in behaviour that are required of the student by the School.
- Next, the School will put in place a strategy, with the appropriate monitoring and support, to address and correct the student's unacceptable behaviour.
- If there is a need for further escalation of response, the School shall inform Parents/Guardians by letter and hold a meeting or a series of meetings with them to agree to a reasonable joint home-School strategy. Parents/Guardians shall be required, at this stage, to sign an undertaking to support the agreed strategy.
- Should the student continue to behave unacceptably, the School may suspend the student temporarily from School for up to five days and shall issue to the student and his or her Parent/Guardian a final warning.
- In the final stage, if the student fails to modify his or her behaviour in accordance with the requirements of the School, the School may apply to the Council to transfer the student to another School or to permanently exclude the student concerned. In making an application to the Council, the School shall include evidence that all these stages have been followed.

School Disciplinary Committee

Schools shall form a School Disciplinary Committee to review and discuss student behavioural issues, provided that disciplinary actions by the committee must be fair and equitable to all students without exception. All disciplinary actions shall be appropriate to the student's age and the severity of the misconduct as per the levels identified in this policy. A transparent and fair appeals process for sanctions will be available to students and Parents/Guardians.

The School Disciplinary Committee shall keep a record of the disciplinary offences of each student and the actions taken in response. Schools, the Council and any supervisory authorities shall treat all information about students' behaviour as strictly confidential.

Students With Special Educational Needs

- Students with special education needs are required to follow the same rules and conduct as other students. However, any disciplinary action for a student with special education needs must take into account the nature of the student's special education need and the Individual Education Plan for that student.
- Students with special education needs must not be subject to more severe consequences than those imposed on the rest of the students, for comparable violations.
- The implementation of a School code of conduct must not generally differentiate between students with special education needs and other students.

The document “Abu Dhabi Education Council Guidelines for Managing Student Behaviour in Abu Dhabi Schools” provides additional details and guidance on all guiding principles mentioned in this policy.

ROLES AND RESPONSIBILITIES:

School Owners and Board of Trustees will:


- Review and approve the School’s behaviour and discipline policy, and ensure that the Behaviour Policy is fully compliant with the requirements of the Council’s regulations and policies.
- Monitor the School’s implementation of its Behaviour Policy.
- Create a School Disciplinary Committee.

Principals will:

- Implement the School’s behaviour and discipline policy and related procedures.
- Ensure, through regular review of the Behaviour Policy, involve students, Parents/Guardians, teachers and other staff, that the importance of the Behaviour Policy is understood and accepted by all members of the School community.
- Chair the School Disciplinary Committee.

Teachers will:

- Exert efforts to establish the motivation behind and the purpose of the student’s misconduct, in order to respond to it with a suitable solution, rather than simply taking a punitive approach.

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