

Policy No.: TIADPolicy_Academics_2021/14

Policy created in April 2019

Policy Reviewed in April 2020

Policy Reviewed again in April 2021

Important Note: The school has adopted Distance Learning Programme (DLP) and Blended Learning Programme (BLP) for the Academic Year 2021-22. This policy is designed for a regular school set-up and will also be integrated during the DLP/BLP.

BEHAVIOUR POLICY

Aims

At The Indian Academy, Dubai we promote desirable student conduct and behavior, the 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.

The Indian Academy nurtures a climate in which all students, irrespective of their academic abilities, act positively, to create an ethos where positive and considerate behavior becomes the norm.

Important elements of a school Code of Behavior and Discipline at The Indian Academy include the following:

- Its' context is the school community where mutual respect, co-operation and the practice of humanistic values should be an integral feature.
- Every student has the right to be taught in a conducive and safe learning environment.
- Every staff member has the right to work in a supportive and positive working environment for the best students' outcome.
- It is in consonance with the rights and responsibilities of all the stakeholders concerned management, educators, students, parents, and support staff.
- Its standards permeate all the phases of the school and create a sense of social cohesion within it.

Responsibilities:

Managerial Responsibility: The school management is responsible for ensuring that a fair and effective Code of Behavior 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.

The Principal is responsible for the implementation of the Behaviour policy.

Staff Responsibility: Staff members are responsible for ensuring that the procedures are adhered to.

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

School staff should always consider themselves responsible for the behavior 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 behavior has its consequences and that good behavior shapes the desired community environment. The school Prefectural body, House Captains, School Council members and Discipline monitors at all grade levels to ensure that discipline and standards are maintained.

Attitudes and Behavior: The cornerstones of standards of students' behavior are respect for oneself, respect for others, respect for the school and local community, and respect for the environment.

The Indian Academy 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 behavior policy. This policy will cover expected code of behavior 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 behavior code.

The school has a zero-tolerance policy for bullying in all its forms. Bullying is the intentional and deliberate intimidation of another person through emotional, physical, psychological and/or cyber means. Instances of proven and intentional bullying may result in immediate suspension of the aggressor from the school. The matter will be referred to KHDA for ratification.

Aligned with the above, the school will not tolerate any form of defamation or intentional harm practiced through social media forums.

- Parents and students in all year levels using any social media forum must, at all times, demonstrate respect for the members of the school community (including all students and personnel);
- Parents and students must not breach confidentiality, defame or make threats to any person in the school community;

Instances of proven and intentional breach of the above will result in sanctions that may include Suspension from the school.

Unacceptable Behavior: Given that students have a right to be in an orderly and safe learning environment, they are expected to behave, both inside and outside 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 behavior 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.

Bullying and Interpersonal Abuse: All students have a right to learn in a safe environment without fear. Bullying can undermine and even prevent students from progressing academically and socially and it can have lifelong negative consequences for both the victim and the bully. We therefore have zero tolerance for bullying. All students involved in bullying will be disciplined and receive appropriate counseling and support from the school, whether the bullying is physical, social, conducted in cyber space, or verbal.

The School has zero tolerance for Cyber bullying and media misuse for defamation purposes. Refer Internet Usage policy.

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.

Organized Educational Trips: Educational visits, field trips and seminars are authorized 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 educational trips, students are to consider themselves as guests and ambassadors of their school. Students must treat teachers, helpers and support staff 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.

Lockers: Where lockers are available, they are the property of the school. Students should use the lockers assigned to them solely for storing their school materials and personal items necessary for school attendance. It shall be the responsibility of each student to keep the assigned locker clean and undamaged. Items found in students' lockers in violation of school policies, rules and regulations are to be confiscated.

Behavior 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 behavior and hygiene in toilets must be ensured.

Behavior and Sanctions: A clear school behavior policy, consistently and fairly applied, underpins effective

education. School staff, pupils and parents should all be clear of the high standards of behavior expected of all pupils at all times.

Parent Code of Conduct

In order to support a peaceful and safe school environment the school cannot tolerate parents, guardians and visitors exhibiting the following:

- Disruptive behavior which interferes or threatens to interfere with the operation of a classroom, an employee's office, office area, reception or any other area of the school grounds.
- Using loud/or offensive language, swearing, cursing, using profane language or displaying temper.
- Abusive or threatening e-mails, phone calls or other written communication.
- Defamatory, offensive or derogatory comments regarding the school or any of the students/parent/staff, at the school on social sites.

Any concerns you may have about the school must be made through the appropriate channels by speaking to the Heads of Sections, Principal or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively.

Should any of the above behaviour occur on school premises, the school may contact the appropriate authorities if they feel it is necessary, even suspend the offending adult from entering the school grounds.

School has the right to refuse re-enrollment of the child whose parent has been disrespectful to the School Authorities and Staff in spite of receiving repeated warnings.

Managing Inappropriate Behavior:

A Stepped Approach: TIAD 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 behavior is identified, sanctions should be implemented consistently and fairly in line with the behavior policy. We have level of escalation clearly communicated to school staff, pupils and parents.

Managing Inappropriate Behavior:

- First Warning – written warning
- Second Warning – again written warning and the student is referred to the counselor
- Third Warning – Suspension from school
- Final is exclusion from the school.

Rewarding Good Behavior:

Accentuating and rewarding good behavior policy addresses two important aims of the school:

- To develop responsible/ independent approach in our students to ensure that they develop into responsible global citizens.
- Build Team Spirit-Together Everyone Achieves More ensures that a larger scope of the student body is acknowledged for their good work.

In order to promote the best code of conduct to enhance academic progress, a deserving student will be chosen

from each grade group every month for “The TIAD Student of the term” Award.

The below mentioned categories are outlines for students to be consistently aware of:

- Respect for others
- Personal cleanliness and hygiene
- Discipline-School/Bus/Playground/Outing
- Respect for school property
- Neatness and timely submission of assignments
- Punctuality
- Endeavour

The Indian Academy will not tolerate any form of intentional harm practiced through social media forums.

Student code of conduct during e-Learning:

At TIAD,

- ✓ we ensure that When students are in front of the camera on their device, they must be in appropriate dress, as outlined in School’s Formal uniform.
- ✓ respect each student’s right to learn
- ✓ demonstrate respect toward faculty
- ✓ when students are attending a live session, they must mute their microphone so no one student's background noise interferes with instruction (remember there are going to be MANY students in each class online at the same time).
- ✓ written or verbal dialogue within the classroom will be appropriate grade level language; “text language” is unacceptable. Any form of profanity/vulgarity is prohibited.
- ✓ inappropriate behavior will result in the student being muted, parent contact and may result in immediate removal up to and including alternative placement, expulsion and/or referred to law enforcement.

Signed by:



Ms. Susan Rubin Varghese
Principal

Date: 01.04.2021