



## **DISCIPLINE AND BEHAVIOR POLICY**

- *Dasman Bilingual School prioritizes a healthy, safe, and respectful environment.*
- *Students' rights are protected to enhance learning and teach responsibility and interpersonal skills.*
- *No student is allowed to disrupt the education of others or hinder teachers' ability to deliver quality instruction.*
- *Disciplinary processes aim to reduce disruptions and support responsible behavior in the school community.*

### **Student Expectations**

*Students are expected to abide by the following principles:*

- *No student will endanger themselves or others*
- *There is a series of clear expectations that will be acknowledged and followed in the classroom*
- *All students will report to class on time and be ready to learn*
- *No student will be allowed to attend class without an appropriate school uniform*
- *All students will arrive in class with the appropriate materials*
- *Students will not leave the classroom without permission*
- *Students will not be allowed to leave class frequently for personal issues*
- *Students will manage their verbal communication strictly around the prescribed rules of the teacher*
- *Students will not be allowed to speak Arabic in an English language Classroom*
- *Students will keep hands, feet and other objects to themselves*

### **School-Wide Standards**

**The standards of behavior that are expected in all school, classroom and off campus related activities are as follows. All school members will:**

- *Respect the rules, policies and regulations of DMBS and our host nation, Kuwait*
- *Show respect and demonstrate honesty and integrity*
- *Respect the differences between individuals including their ideas and opinions*
- *Treat one another with dignity and respect at all times, especially when there is a disagreement*

- *Treat others fairly, regardless of race, ancestry, place of origin, color, citizenship, religion, gender, age or disability*
- *Respect the rights of others*
- *Respect persons who are in a position of authority*
- *Respect the needs of others to work in an environment of learning and teaching*
- *Take appropriate measures to help and care for those in need*
- *Not be in possession of tobacco*

### **No Tolerance Behavior**

- *Possession of or the use of drugs or alcohol*
- *Possession of weapons or the use of any object as a weapon*
- *Physical assault or fighting*
- *Habitual defiance and wilful disobedience*
- *Intimidation or threat of violence towards staff or students*
- *Use of inappropriate language at any time directed towards staff or students*
- *Use of any application on the internet such as "Face Book", "My Space" or email to demean a student or staff member in or out of school*

### **Disciplinary Behavior**

- *The following includes behaviors that take place in the classroom or school related activities and interfere with a student's right to learn, the teacher's right to teach or steals the dignity of another person. There will be immediate disciplinary consequences for these behaviors:*
- *Tardiness*
- *Truancy*
- *Theft*
- *Cheating and dishonesty*
- *Racist remarks*
- *Violation of the classroom rules*
- *Chronic disruption of class*
- *Inappropriate use of the internet*
- *Violation of the Uniform Policy*
- *Vandalism*
- *Forgery*
- *Plagiarism*
- *Harassment*
- *Bullying - verbal, physical, written or electronic*
- *Defiance and wilful disobedience*
- *Disrespect/ Offensive conduct*
- *Profanity, obscene language or gestures to staff*

## **Consequences**

*There are three categories of behavior outlined in the Code of Behavior. They are General Misconduct, Serious Misconduct and Illegal Misconduct.*

### **Following these behaviors, in-school actions will include:**

- *Peer mediation*
- *Loss of classroom privileges/incentives*
- *Confiscation of mobile phones/ electronic devices*
- *Extra assignments where applicable*
- *Classroom removal*
- *Parental notification*
- *A conference with parents*
- *Detention/ Partial loss of break*
- *Restitution*
- *Counselling/ Reflection*
- *A written apology*
- *Official verbal or written reprimand from Principal/ Vice Principal*
- *Other sanctions following discussion between parents, class teacher and Principal/ Vice Principal*
- *For serious episodes, withdrawal from class, suspension from school and ultimately, if necessary, exclusion from school.*

## **The Classroom**

*Each teacher will have a written set of rules and a Classroom Management Plan as part of the syllabus forwarded home to parents. Parents are required to provide accurate contact information that includes a mobile and home phone number or fax and an email address.*

*The teacher's Classroom Management Plan will include:*

- *Consequences used by the teacher to manage class behaviour*
- *The steps and procedures the teacher will follow*
- *The negative consequences that will be used*
- *A time frame whereby the teacher will contact the parents*

## **Office Referral**

*When a student is referred to the appropriate office for negative behavior the following procedures will be followed:*

- *The teacher will request a time out where a student is removed from the classroom*
- *Discipline will include parent administered consequences, a behavior contract, in-house suspension, out of school suspension, exclusion or expulsion*
- *Parent contact is made, and the student will not be allowed to return to class until the parent or guardian is reached*

- *Discipline will be administered immediately*

## **Rewards**

- *Promotes good behavior aligned with the school's ethos.*
- *Focuses on personal responsibility, self-discipline, and motivation.*
- *Encourages students to act with integrity, honesty, fairness, and justice.*
- *Emphasizes respect for individuals, groups, and communities.*
- *Students are taught to take responsibility for their actions and their consequences.*

### **DOCUMENT CONTROL**

<b>COMPLIANCE</b>	
<b><i>Compliant with</i></b>	<i>Local legislation, CIS and NEASC</i>
<b>AUDIENCE</b>	
<b><i>Internal</i></b>	<i>All staff in Dasman Bilingual School</i>
<b>VERSION CONTROL</b>	
<b><i>Author</i></b>	<i>SLT &amp; Fay Khan</i>
<b><i>Implementation</i></b>	<i>Annually-August to June</i>
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