



## **Behavior and Discipline** **Policy and Covid Protocol** **Management**

### **Policy Statement:**

Using appropriate methods of discipline that incorporate behavior management enables the young child to learn self-control and gain an understanding of the types of conduct that are acceptable. Children become more independent and self-sufficient when they take responsibility for their own behaviors. Self-discipline, learned during the early childhood years, is necessary in order to become a productive member of our society.

It is our goal that all students possess a clear understanding of their behavior that affect others. When a child acts in a thoughtless or harmful way, the community suffers. When misbehavior occurs, our approach will emphasize **compassion, consistency and responsibility**.

The Students Behavior Guidelines for ***The Bloomington Academy, Ajman*** are based upon philosophy of respect.

- Respect for all human beings
- Respect for the earth and all living things
- Respect for all school and personal property
- Respect for the guidance teachers, staff and parents
- Respect for our school community
- Respect for our neighbors.

### **Aims and Objectives**

- Create a stable, secure and disciplined school community and minimize any unacceptable behavior.
- Support and promote student's positive attitude.

- Set out the broad principles for the implementation of rewards and sanctions.
- Define roles and responsibilities, including the expectation that we have of each member of the school community.
- Develop a culture of friendship and kindness between all.
- Develop student's empathy and their moral and ethical character and enhance their sense of good citizenship.
- Increase and raise student's behavior awareness and encourage them to respect themselves and others all well as the school and public laws.
- Create a proper educational and learning environment suitable for students, teachers and school administrations, in order to achieve the goals of education and learning.

### **Acknowledging Behavior – General Principles.**

Acknowledging acceptable and unacceptable behavior consistently and appropriately ensures that students learn how to behave quickly and effectively.

### **Follow up Protocol**

Promoting and encouraging positive behavior among students

- Teachers exhibit professional behavior in the classrooms at all times.
- Staff members are good role models.
- Availability of teachers to aid achievement in learners.
- Teachers show respect towards their students.
- Students are free to express their ideas and opinion without fear
- Staff members don't show favoritism
- Setting clear classroom rules, acting appropriately and consistently when rules are broken or upheld.

### **Positive Recognition and Reward**

Positive recognition and rewards motivate students to increase self – esteem, to develop positive relationship and reduce behavior concerns.

Curriculum and co – curriculum achievements and exemplary behavior are recognized by applying the following rewards

- Recognize and praise students written works. This can be done during morning assembly or in class.
- Certificate or appreciation letters
- Put students name or photo on recognition board.
- Send a 'Thank you' /Congratulatory/ 'Well done' note to the student and parent

We also use a number of different approaches to encourage students to manage their behavior:

- Clear and open communication between home and school
- One on one monitoring

We are aware that not all students will be naturally inspired to behavior well in school. We have therefore have adopted a structured system to ensure that students are fully aware of our behavior expectations and are given every opportunity to choose responsible behavior.

### **Student Code of Conduct**

Each student of *The Bloomington Academy, Ajman*, is required to follow these indicators to maintain school discipline:

1. Student must follow all the instructions and rules of the school and the classroom.
2. Student must arrive at school and lessons on time and, if absent; provide the office with a signed note from their parent explaining lateness and/or absences.
3. Student must wear proper and defined school uniform.
4. Student must not misuse the property of the school.
5. Student must avoid discrimination; based on gender, age, race etc.
6. Student must pass up disorderly conduct.
7. Student must stay away from any sort of harassment.
8. Student must take care of general safety and security of everyone.
9. Student must avoid physical violence against anyone.
10. Students must behave responsibly and will not put other people or themselves in danger or at risk.
11. Students must take care of the school building(s), equipment, or property of the school and/or other people.

12. Students must participate to promote a positive school community.
13. Students must demonstrate a positive attitude towards studying and learning as act appropriately so as not to disrupt the classroom or the learning of others.
14. Students must commit to the heritage and culture of the UAE in such a way that they behave honestly and conduct themselves with dignity.
15. Student must show respect to all teachers, school personnel, fellow students, their families, and members of the community.

### **Disciplinary Offences Defined**

The following offences will lead to disciplinary action, which may include the students' exclusion from school by suspension or expulsion.

#### **LEVEL-1**

Misconduct– Behavior that disrupts teaching and learning

#### **Disciplinary Issues**

- Tardiness
- Unexplained absences
- Incorrect school uniform
- Not bringing the necessary books, equipment, and/or supplies like pens, paper, etc.
- Disruptive classroom and/or school behavior
- Breaking classroom rules
- Defying school authority and staff members
- Abusive or inappropriate language toward peers and teachers
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Counseling by the Class Teacher/ Duty Teacher - Warning Letter- Parents must be properly informed.

#### **LEVEL-2**

Any behavior that results in increased or serious disruption of the teaching and learning environment or that may cause physical and/or mental injury to self or others.

### **Disciplinary Issues**

- Fighting with and/or bullying other students
- Theft
- Vandalism
- Using cellular phones during school time
- Leaving school without permission
- Cheating on exams or assignments
- Providing false documents (e.g. signing letters without the permission or knowledge of parents)

### **Disciplinary Actions**

Warning letter - Counseling by the Academic Coordinator - Parent must be properly informed.

### **LEVEL-3**

Any behavior that results in physical endangerment of fellow students, school staff, and/or other people. Behaviors in Level Three may, at times, may be violating UAE laws.

### **Disciplinary Issues**

- Fighting
- Assault
- Possessing, selling, or consuming illegal substances,
- Possessing and/or selling weapons or explosives
- Committing major actions contradictory to Islamic values and morality

### **Disciplinary Actions**

Suspension for ten days - Warning letter - Counseling by the Principal - Parent must be properly informed

### **Prohibited Actions**

It is prohibited in ***The Bloomington Academy, Ajman*** for any school administrator or teacher/teaching staff to use any of the following ways for applying disciplinary action against a student:

- Any type of physical punishment.
- A teacher lowering or threatening to lower a student's grades.
- Punishing a group of students for the misconduct of an individual student.
- Giving a student more school work.
- Making fun of or insulting a student in private and/or public.
- Depriving a student of using toilet facilities and/or of food.
- Student Misconduct.

### **Covid Management**

- All staff and students are mandated to wear masks at all times inside the school from entry. Non-compliance will lead to denial of entry to the school facility.
- Valid PCR result is mandatory.
- Staff who are in direct contact with children are encouraged to wear transparent masks / face shields to enable lip reading, and facial expression.
- School cleaners should wear gloves and masks while cleaning the facility.
- Sufficient stocks of masks, gloves and sanitizers must be available and special designated bins to throw used items.
- Ensure the 1 meter's distancing measure is maintained in all common areas, service desks, etc. where different groups of students, staff  
Classroom area should support sufficient room for groups to maintain physical distancing of at least 1 metres per child in each classroom provided everyone wears a mask.
- Ensure that toilets do not become crowded by limiting the number of students who use the toilet facilities at one time.

### **Disciplinary Actions for Students**

**Violating any covid protocols following actions are taken for students:**

**Upon committing:**

- Verbal warning and direction
- Documenting the Offense

**When repeated first time:**

- Reduce the behavioral marks
- Give proper education regarding covid protocol

- Documenting the offense

**When repeated for the second time:**

- Written warning letter for students.
- Informing the parent/guardian
- Reduce the behavioral marks
- Documenting the offense.

**When repeated third times:**

- Student and Parent/Guardian sign in the warning letter that not violate covid protocol.
- Reduce the behavioral marks for students.
- Documenting the offense.

**When repeated more than three times:**

- Suspending the student and number of days depending upon the type of violation.
- Summoning the student's parent/guardian immediately and asking them to sign in the decision.

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