



TBAC/POLICY/003/2022-2023

Date:17.08.2022

BEHAVIOR & DISCIPLINE POLICY, AND COVID MANAGEMENT PROTOCOLS (2022-2023)

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 productive members of our society.

It is our goal that all students possess a clear understanding of their behavior that affects others. When a child acts in a thoughtless or harmful way, the community suffers. When misbehavior occurs, our approach will emphasize on **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 given by 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 students' positive attitude.
- Set 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 students' empathy and their moral and ethical character and enhance their sense of good citizenship.
- Increase and raise students' behavior awareness and encourage them to respect themselves and others as well as the school rules and public laws.
- Create a proper educational and learning environment suitable for students, teachers and school administrators, 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 promptly and effectively.

Follow up Protocol

1

Promoting and encouraging positive behavior among students

- Teachers always exhibit professional behavior in the classrooms.
- 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, develop positive relationship and reduce behavior concerns.

Curricular and Co-curricular achievements and exemplary behavior are recognized by applying the following rewards:

- Recognizing and praising students' written work. This can be done during morning assembly or in class.
- Awarding certificates or appreciation letters
- Placing students' name or photo on recognition board.
- Sending 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 behave well in school. We have therefore 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. Students MUST:

1. Follow all the instructions and rules of the school and the classroom.
2. Arrive at school and lessons on time and, if absent; provide the office with a signed note from the parent explaining lateness and/or absences.
3. Wear proper and defined school uniform.
4. Not misuse the property of the school.
5. Avoid discrimination; based on gender, age, race etc.
6. Conduct himself / herself in an orderly manner.
7. Stay away from any sort of harassment.
8. Take care of general safety and security of everyone.
9. Avoid physical violence against anyone.
10. Behave responsibly and not put other people or themselves in danger or at risk.
11. Take care of the school building(s), equipment, or property of the school and/or other people.
12. Participate to promote a positive school community.
13. Demonstrate a positive attitude towards studying and learning and act appropriately so as not to disrupt the classroom or the learning of others.
14. Commit to the heritage and culture of the UAE in such a way that they behave honestly and conduct themselves with dignity.
15. 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

Disciplinary Actions

Counseling by the Class Teacher / Duty Teacher – Warning Letter – Parents will be kept informed.

LEVEL 2

Any behavior that results in increased or serious disruption of the teaching and learning environment or that which 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 during 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 will be kept informed.

LEVEL 3

Any behavior that results in physical endangerment of fellow students, school staff, and/or other people. Behavior 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 will be kept informed.

Prohibited Actions

It is prohibited in **THE BLOOMINGTON ACADEMY³, 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 schoolwork.
- 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

- It is mandatory for all students to wear masks at all times, in the school campus. Non-compliance will lead to denial of entry to the school facility.
- Valid PCR result is mandatory. (duration of the PCR Test)
- 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 facilities.
- Sufficient stocks of masks, gloves and sanitizers must be available and special designated bins to throw used items.
- Ensure the 1 meter distancing in all common areas, service desks, etc. where different groups of students and staff.
- Classroom area should have sufficient rooms for groups to maintain physical distancing of at least 1 metre 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, the following actions are taken for students:

- Verbal warning and direction
- Documentation of the offense

When repeated first time:

- Reduce the behavioral marks
- Give proper education regarding covid protocol
- Documentation of the offense

When repeated for the second time:

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

When repeated third time:

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

When repeated more than three times:

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