



The Oxford School, Dubai

مدرسة أكسفورد ، دبي

BEHAVIOUR POLICY

The Student Code of Conduct

To promote desirable student conduct and behaviour, 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 Oxford School nurtures a climate in which all students, irrespective of their academic abilities, act positively, to create an ethos where positive and considerate behaviour becomes the norm.

Scope

Important elements of a school Code of Behaviour and Discipline of The Oxford School include the following:

- Its context is the school community where mutual respect, co-operation and the practice of humanistic values should be integral features.
- It aligns 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.

Staff should try to remember that:

- We criticize the behaviour and not the person
- We use private rather than public reprimands whenever possible
- We are fair and consistent, always following through any warnings with appropriate actions

Responsibilities

Managerial responsibility:

The school management is responsible for ensuring that a fair and effective Code of Behaviour 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.



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Staff responsibility:

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

School staff should consider themselves responsible at all times for the behaviour 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 behaviour in schools. It is therefore vital that parents should be aware of the aims, values and the nature of expected behaviour of the school.

Students' responsibility:

Students should apply themselves to the learning and application of real-life enhancing skills such as self-resilience, tolerance conflict management, problem-solving, decision-making, and effective intra-/inter- personal communication. They should also learn to appreciate that offensive behaviour has its consequences and that good behaviour shapes the desired community environment.

Standards of Students' Behaviour

The cornerstones of standards of students' behaviour are respect for oneself, respect for others, respect for the school and the local community, and respect for the environment. The behaviour policy must be clear, that staff, parents and pupils well understand it, and that it is consistently applied.

Unacceptable behaviour

Given that students have a right to be in an orderly and safe learning environment, they are expected to behave, both inside 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 behaviour in such contexts includes repeatedly disrupting the class, shouting, leaving the class without authorization, showing disrespect for teachers and other students, lingering outside the class failed to do work to the best of one's ability, failure to follow school rules fighting, using inappropriate language, playing rough, behaving disrespectfully with others, throwing objects at



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others, bullying someone and indulging in acts of vandalism.

Students are permitted to carry cash amount of not more than AED 50 for their personal expenses. Strict action will be taken against those violating the rule.

Students should not engage in any form of business activities, except during authorized days by the school (e.g. Market Day).

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 will receive appropriate counselling and support from the school, whether the bullying is physical, social, conducted in cyberspace, or verbal.

Refer to Anti-bullying Policy

The school has zero-tolerance for Cyberbullying and media misuse for defamation purposes.

Refer to Acceptable 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 towards the driving conductor and other commuters.

Movement 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.



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Students are expected to abide by school rules. (with the protocols in place will not this change?)

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Organized Excursions

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 excursions, students are to consider themselves as guests and ambassadors of their school. Students must treat teachers, helpers and guides with respect and courtesy. Refer to field trip policy. (This will change)

Property

Students are expected to respect school property such as furniture, buildings, books, materials and equipment. Students have an essential 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 of the garbage appropriately. (Need to be modified)

Lockers

As lockers are school's property 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. A student's locker can be searched whenever the school administration deems fit. Items found in students' lockers in violation of school policies, rules and regulations are to be confiscated. As of now, due to the protocols in place, the locker facilities have been suspended until further notice.

Behaviour 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 behaviour and hygiene in toilets must be ensured.

Behaviour and Sanctions

A clear school behaviour policy, consistently and fairly applied, underpins effective education. School staff, pupils and parents should all be clear of the high standards of behaviour expected of all pupils at all times.



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Managing Inappropriate Behaviour A stepped approach

The Oxford School has a range of options and rewards to reinforce and praise good behaviour. These will be proportionate to the fair responses that may vary according to the age of the pupils, and any other particular circumstances that affect the pupil.

When poor behaviour is identified, sanctions should be implemented consistently and fairly in line with the behaviour policy. We have a level of measures clearly communicated to school staff, pupils and parents. These can include:

- ❖ First Warning is a verbal warning
- ❖ Second Warning is a written note to the parents in HW diary.
- ❖ Third Warning is the issuance of a written warning letter, and the student is referred to the counsellor
- ❖ Fourth Warning is Suspension from school after issuance of three warning letters.
- ❖ The last step in extreme cases is exclusion from the school depending on the severity of the situation where the Head of school takes the decision.

Rewarding good behaviour Accentuating the Positive

The Rewarding good behaviour policy addresses two essential aims of the school:

- To develop a Rights and Responsibilities Approach in our students to ensure that they develop into responsible world citizens.
- Build Team Spirit-Together Everyone Achieves More ensures that an enormous scope of the student body is acknowledged on their excellent work.

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 Senior Management Team reviewed this Policy. It will be next reviewed in August 2021.