



Behavioral Infractions and subsequent procedures

Degree of Infraction	Description and examples of the Infraction	Subsequent Procedures
First Degree Infraction	<ol style="list-style-type: none"> 1. Dress Code Infractions 2. Non adherence to teacher and classroom rules 3. Wearing make –up or keeping nails long 4. Negligence in doing homework and failure to bring required books and stationery 5. Using bad language or words with staff or peers 6. Leaving classrooms without teacher permission or a hallway pass 7. Eating inside the classroom or chewing gum 8. Arriving late to the morning assembly or class 9. Causing noise or disorder in the corridors 10. Misuse of technology resources like the laptops and iPad in school. 11. Sleeping during the lessons without having a justifiable excuse. 	<ol style="list-style-type: none"> 1. Personal (one to one) support and guidance. 2. Verbal warning by class teacher or any staff member for three times 3. If behavior persists, a written warning will be issued and the parent will be requested to come to discuss student persistent violations.
Infractions of the Second Degree	<ol style="list-style-type: none"> 1. Frequent unjustified absence. 2. Any act of fighting , bullying or threatening of peers – verbally or physically 3. Damaging school property or writing on walls 4. Demonstrating any inappropriate attitude that violates the norms, values, traditions and ethics 5. Disturbing the teachers during the lessons and intentionally embarrass and annoy the teachers. 6. Cheating in exams. 	<ol style="list-style-type: none"> 1- Written warning with an undertaking not to repeat the act 2- Requesting the parent to come and issuing a written notification to the parent 3- In case of cheating in exams, the exam will be cancelled upon investigating the cheating incident and the evidence provided. 4- If the infraction persists, the student will be deprived of the privilege of going on field trips or participating in the school extracurricular activities. 5- The parents are accountable responsible for replacing the damaged furniture or pay the cost of replacement.
Infractions of the Third Degree	<ol style="list-style-type: none"> 1- Bullying whether physical, verbal or emotional. 2- Bringing cell phones to school. 	<ol style="list-style-type: none"> 1- Written warning with an undertaking not to repeat the act



	<ol style="list-style-type: none"> 3- Leaving the school premises without getting an official permission. 4- Attempting to defame peers or teachers through the social media. 5- Forging parents' signature on school notices. 6- Intentionally sabotaging the bus furniture and verbally abusing the bus driver or supervisor. 7- Taking pictures of other students or staff members without their consent. 8- Smoking cigarettes or electronic cigarettes inside the school. 9- Intentional theft from other students or staff members. 10- Any similar infraction 	<ol style="list-style-type: none"> 2- Requesting the parent to come and issuing a written notification for the parent 3- If the infraction persists, the students get detention. 4- A deduction of 10 marks from the activity subjects. 5- If action persists, suspension of 3-5 days will be announced 6- Written notification of denial to re-register the student after getting ADEK approval. <p>Cell phones will be confiscated till the end of the year and parents get them back in June.</p> <p>Repeating the bus rules infractions subject the students to deprivation of the bus service</p>
<p>Infractions of the Fourth Degree</p>	<ol style="list-style-type: none"> 1- Using the social media in an illegal or unethical ways to defame the school or its staff. 2- Sexual abuse at school or on the bus. 3- Any attempt whether directly or indirectly to get access to the school exams and distribute them for cheating purposes. 4- Criticizing the political, social or religious figures in the country . 5- Broadcasting or promoting extremist, atheistic ideas and beliefs that are offensive to the systems of the society whether political, social and religious. 6- Physical assault on the others at school and it leads to injuries to the offended. 7- Any similar infraction of the same degree of offence. 	<ol style="list-style-type: none"> 1- Suspending the students until the investigation is over. 2- If the violation is proved through evidence, the student will be expelled from school and parents will be notified to look for another school.

Cheating on Exams If any student is evidenced to be cheating or trying to cheat on any exam, the exam will be cancelled for the student and no make-up exam will be conducted

Suspension: The following behaviors will lead to suspension from the school:

1. Threatening of school staff in any way or any act of violence against them or colleagues
2. Any act that violates general morals and ethics



Student Dress infraction

- School Uniform must be worn whenever student is on school campus

Infractions of the school uniform: (to be recorded as behavioral infractions)

1. Jeans or leggings as PE uniform
2. Jewelry, accessories of any kind worth large amounts of money, or other valuables
3. Colored hair bands – accessories (black or white only are allowed)
4. Colored or designed scarves
5. Sandals / colorful sneakers
6. Make up of any sort including nail polish
7. Sheer, low-cut or short sleeved shirts, T-shirts or body suits
8. Long, untrimmed nails
9. Hats / Hair color or dye

- *The school is **NOT** responsible for any valuables lost at the school*

Procedures for Dress Code infractions:

Refer to Code of Conduct



Expulsion Policy

Expelling students

Article (56)

The school shall not expel, dismiss or force students to leave the school - against the wishes of their guardians - without a prior written consent of the Council. The school shall lay down a "Student Expelling Policy" and submit the same to the Council for approval, subject to the school's commitment to the provisions of this resolution and the provisions of the Private Schools Policies & Guidance Manual.

For behavioral infractions of the fifth degree (listed below), the school behavioral committee will study the case and report the case to ADEC for approval of expelling the student who has committed the infraction if needed.

Behavioral Infractions of the Fifth Degree:

1. Deliberate abuse of religious, political and social figures or stirring sectarian strife at school
2. Forging school documents
3. Major obscene acts or actions that violate public morality
4. Carrying or promoting the use of drugs or any substances that affect physical or mental health
5. Use of weapons

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