

2023- 2024

RSK Behavior & Disciplinary Policy

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Objective:

The Objective of the Behavior and Disciplinary Policy is to establish a positive learning environment which focuses on the academic, personal and social growth of its learners. It focuses on enhancing class decorum, improving students' attention towards teacher and classwork as well as demonstrating a well-disciplined teamwork while outside classroom.

Policy Statement:

The policy of the school is to:

- Promote good behavior, self-discipline and respect; prevent bullying; ensure that student complete their assigned work and achieve learning objectives.
- Promote dignity through the provision of a safe, secure, positive and caring learning environment at school that encourages learning, positive peer and teacher relationships, self-motivation, self-esteem and self-discipline.
- Encourage and develop a strong sense of personal responsibility in students towards others and a clear understanding of the consequences of their actions.
- Help parents understand the link between good behavior in schools and student attainment.
- Encourage parents to guide their children to be respectful towards the school in particular and society in general.

Creating disciplined learning environment:

It is important to make sure that a disciplined learning environment has been established for quality learning.

Understanding factors leading to misbehavior:

- It is important to understand the causes of a student's misbehavior in class. The school needs to have a shared understanding of the factors that influence student behavior.
- A common understanding provides a sound foundation for a global approach to promote good behavior and for responding to inappropriate behavior.
- Knowledge of what shapes the behavior of students, both as an individuals as well as groups, should enable schools to:
 - Plan and implement a team approach to help students behave well.
 - Develop positive and effective ways of responding to unacceptable behavior.
 - Avoid responding in negative ways that may worsen student's behavior.

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- Misbehavior cannot be seen as an isolated factor. It has to be understood within several dimensions:
 - student
 - family
 - classroom
 - school
 - community and the whole society

Common Causes:

- Misbehavior, therefore, has to be analyzed in light of to the whole environment of the student's life. The root causes of student misbehavior can, therefore, be linked to one of three main sources:
 - student
 - family
 - classroom
 - school
 - community and the whole society
- Attention seeking, learning difficulties and student's personality may be the root causes of student's misbehavior. Other causes could be:
 - family influence and family problems
 -
 - deprived and/or unsettled home background
 - teacher's lack of motivation during the lesson
 - teacher's lack of authority and inability y to exercise class management and control
 - teacher's personality
 - class environment
 - school environment

Parents Involvement:

- Parents need insight into the factors that affect a student's behavior within the class and also in school. They need to understand the way in which home values and parental attitudes help or hinder the student's behavior and learning.
- This is particularly important where cultural norms and values in the home are different from those of the school.
- Once parents understand the rationale for the school behavior policy they are more likely to support it.
- Students also benefit from gaining insight into their own behavior.
- The school can help students build their capacity to take responsibility for their behavior and to help other students behave well.

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Process:

The appropriate steps for dealing with student misbehavior are:

- Identify students who have been misbehaving
- Understand the behavior
- Analyze the issues carefully and deal with it intelligently
- The quality of teaching and learning progress can be guaranteed when student 's poor behavior can be managed effectively
- Involve the School Psychologist and Social Worker
- Involve the Academic coordinator
- Involve Parents
-
- Explore root causes of behavior
- Report and strategize
- Suggest behavior therapies as required

Discipline:

Discipline is one of the key areas to negate behavioral issues. School would want to see students punctual, regular, attentive, disciplined and in proper uniform.

One of the most important aspects of education is teaching discipline, which should eventually be internalized. Discipline is the training that develops self-control, orderliness, efficiency and character.

Basic to all discipline is the principle of respect - respect for one's self, for others and for all children.

In order to form proper habits and attitudes, the following rules for good conduct are expected to be obeyed by every student:

- Respect for all staff members, other students and self.
- Respect for all school property and school uniform.
- Courtesy and consideration for all members of the school community.
- No student is allowed anywhere in the school building without supervision.

Appropriate disciplinary action will be taken in case of failure to adhere to the above rules.

School schedule:

The regular school will start at 7:30 AM. The school gates will be opened to the students no later than 6:45 AM. All children will go directly to their classroom.



Regular dismissal time will be 12:30 PM. Students will be stayed in their classroom by their teachers from where they'll be picked up by the parents. Students availing school transport will be accompanied by the teachers to the main gate from where they'll be collected by the bus attendants/drivers.

During break time, students need to be mindful of good behavior. They are required to be disciplined in taking their meal and play appropriately. The teacher on duty shall monitor them at all times and maintain discipline.

Lateness:

Late arrivals shall be monitored and parents shall be notified in case of three late arrivals in a week.

Dismissal:

Parents are responsible to pick up their children at dismissal time. In extraordinary circumstances, if a parent or guardian is unable to pick up a student, arrangements must be made with the teacher in advance.

Attendance:

Regularity of attendance and punctuality are important in the academic progress of the child. School will excuse the following absences:

- Sickness of a student (medical Certificate must provide)
- Sickness or death in the family
- Impossible roads or weather which make travel unsafe
- Required presence in court

All other absences will be unexcused.

Disciplinary action:

The steps for disciplinary action against a student(s) are:

- Verbal warning by the teacher
- Verbal communication between parents and the Principal
- Meeting of the parent and the Principal
- Formal written warning to the student and the parent
- Suspension
- Probation
- Dismissal



Special schedules:

It is the duty and the responsibility of the parent or guardian to check and note days of early dismissal or days off on the monthly school calendar provided by the school.

Dress code:

Wearing a uniform is a sign of identification with the school community and helps maintain consistency and conformity with the student body. Students should arrive at school and leave school in full uniform.

School uniform:

The following is the standard acceptable at Rising Stars Kindergarten:

Boys:

Shirt: Orange Polo Shirt
Full length pants: Any colour
Shoes: Any Colour as long as comfortable
Sweater: Any colour

Girls:

Shirt: Orange
Full length trouser: Any colour
Shoes: Any shoes as long as comfortable
Sweater: any colour

The school recognizes that a bullying incident should be treated as a child protection concern when there is reasonable cause to believe that a child is suffering or likely to suffer significant harm.

Cyberbullying:

Cyberbullying may be defined as 'the use of electronic communication, particularly mobile phones and the internet, to bully a person, typically by sending messages of an intimidating or threatening nature: children and adults may be reluctant to admit to being the victims of cyberbullying'. It can take a number of different forms:

- threats and intimidation,
- harassment or 'cyber-stalking' (e.g. repeatedly sending unwanted texts or instant messages),
- sexting (e.g. sending and receiving sexually explicit messages, primarily between mobile phones) vilification/defamation,
- exclusion/peer rejection,
- impersonation,
- unauthorized publication of private information/images
- 'Trolling' (abusing the internet to provoke or offend others online).

It can be an extension of face-to-face bullying, with technology providing the bully with another route to harass their target.

Review and Improvements:

RSK Management & Staff shall review and improve the policy as a quality process.