

**SHEIKH KHALIFA BIN ZAYED ARAB
PAKISTAN PRIVATE SCHOOL
ABU DHABI, UAE**



**STUDENT BEHAVIOUR
MANAGEMENT
POLICY**

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POLICY STATEMENT:

The school always promotes positive student behaviour including when applying disciplinary actions for students' misconduct. All School-based behaviour management systems are aligned with the "Guidelines of ADEK for Managing Student Behaviour in Abu Dhabi Schools."

REINFORCING STUDENTS' BEHAVIOUR:

The school uses strategies and frameworks that recognize, reward, and reinforce positive behaviour rather than relying on a set of rules and punishments for dealing with student misconduct.

DEFINITION:

Students' behaviour refers to students' responses to several daily life situations and activities, such as the appropriateness or inappropriateness of their words, mannerisms, attitudes and actions toward each other the Teaching Faculty or other members of the wider School community.

Expulsion of students refers to permanent exclusion from the School by the ADEK's official procedures.

STUDENTS' CODE OF CONDUCT:

All students must respect the main code of conduct. This states the following:

STUDENT WILL:

Comply with the rules of the school:

- Take pride in your school uniform and follow the dress regulations
- Follow the instructions of staff promptly
- Stay within the bounds of the school
- Arrive at school and at lessons on time and justify any poor punctuality and absence
- Demonstrate a positive attitude to your studies and high expectations of what you can achieve.
- Complete homework to the best of your ability and on time
- Behave responsibly, and in a manner that does not endanger the safety and welfare of yourself and others
- Take good care of your possessions. Make sure they are named
- Respect and care for the facilities and property of others and of the school
- Promote a positive school community. Be an active contributor and a positive role model to others by being courteous, kind and respectful to all staff, pupils, their families, and members of the community.
- Behave responsibly so as not to disrupt the learning of others.

The school holds these behaviours in high disdain and pupils who commit these acts are likely to have their place at the school removed, subject to the affirmation of such behaviour, following an investigation. These are

Any behaviour that results in danger to others or which violates applicable laws in the UAE. Such behavior may include:

- Fighting with other members of the school community and causing injury
- Persistent bullying, intimidation, and/or harassment of members of the school community

- Possessing, using, or selling weapons or objects used as weapons that could lead to physical injury and/or property damage.
- Using, promoting, or distributing alcohol, drugs, and controlled drugs/medicines
- Using, promoting, and distributing tobacco to students
- Inappropriate intentional sexual behavior including exposure/obscenity, sexual harassment, and sexual violence
- Possessing, viewing, or distributing unlawful content (e.g., pornography, terrorist/extremist videos)
- Intrusive and/or illegal use of digital devices in school (e.g., hacking IT systems, taking and/or sharing inappropriate photos)
- Trespassing on school premises after school hours

DISCIPLINARY ACTION:

The school conforms to the Abu Dhabi Education and Knowledge Department and categorizes students' misconduct by categorizing misconduct into four levels. Each level is assigned appropriate advised disciplinary action. These categories are as follows:

LEVEL ONE:

Any behaviour that results in severe disruption to the teaching and learning environment, which may include, for example:

1. Tardiness (lateness/unpunctuality). - Unexplained absences.
2. Not bringing the necessary books and equipment to class.
3. Incorrect School uniform (including sports uniforms).
4. Disruptive behavior in classrooms and in School.
5. Breaking School rules including in classrooms, hallways, playgrounds and buses.
6. Defying orders from School management and staff. Mocking others.
7. Disruptive behavior on School buses.
8. Not timely submitting homework and assignments
9. Misuse of digital devices in school

LEVEL TWO:

Any behaviour that results in severe disruption to the teaching and learning environment or that may cause harm to self or others and or property damage, which may include, for example:

1. Skipping classes, School or mandatory school activities and events without an acceptable excuse.
2. Sneaking into School after school hours without the presence of supervisors.
3. Using abusive or inappropriate language toward peers and/or teachers.
4. Physical fighting, inciting quarrels, threatening, or intimidating peers in the school.
5. Acting or appearing in a manner that contradicts the ADEK School Cultural Consideration Policy.
6. Causing minor damage to school property
7. Taking out and/or using mobile phones at school without permission or in the case of emergency.
8. Providing false documents (e.g. forging Parents'/Guardians' signatures).
9. Misuse or abuse of the School's IT systems.
10. Using, promoting, possessing, and/or distributing tobacco and other tobacco-derived products and

paraphernalia such as shisha, e-cigarettes/vaping, etc., lighters, and pipes on the school premises, on the bus, or during school activities offsite.

11. Refusing to follow any reasonable safety instructions in line with the ADEK School Health and Safety Policy.
12. Any other forms of misconduct like the above as per the discretion of the Behavioral Management Committee.

LEVEL THREE:

Any behavior that results in severe disruption to the teaching and learning environment or that may cause harm to self or others and or property damage, which may include, for example:

1. Bullying, intimidation, harassment of members of the school community, including defaming them on social media
2. Fabrication, falsification of documents, and Impersonation
3. Cheating in exams or assignments.
4. Leaving the school premises without permission
5. Vandalizing School property or the property of others.
6. Setting off or activating the school's fire alarm or fire extinguishers.
7. Assaulting others in the school, on the bus, without causing injury to the victim.
8. Driving a vehicle recklessly inside or around the school premises
9. Capturing, possessing, viewing, or distributing any kinds of media of staff and students taken without consent.
10. Any other forms of misconduct like the above as per the discretion of the Behavioral Management Committee.

LEVEL FOUR:

Any behaviour that results in severe disruption to the teaching and learning environment or that may cause harm to self or others and or property damage, which may include, for example:

1. Assaulting Teaching Faculty members, staff or members of the local community.
2. Possessing or distributing weapons or objects used as weapons
3. Committing sexual assault
4. Assaulting others in the school, on the bus, causing injury to the victim
5. Theft and/or engaging in its cover-up.
6. Capturing, possessing, viewing, or distributing information/media (audio, images, videos, etc.) with unlawful content (e.g. pornography, terrorist/extremist videos).
7. Leaking exam questions or engaging in related activities.
8. Setting fire to the school premises.
9. Insulting political, religious, or social figures in the UAE
10. Possessing or selling weapons or explosives.
11. Using or promoting illegal drugs or substances in violation of public order and morals.
12. Using, promoting, or possessing alcohol, narcotics, drugs, or psychotropic substances on school premises, buses, or during offsite school activities.
13. Disseminating or promoting culturally inappropriate ideas or beliefs contrary to UAE laws with malicious intent, per ADEK's Cultural Consideration Policy.
14. Engaging in illegal digital activities or unauthorized access on school IT systems.
15. Trespassing on school premises after hours.
16. Persistent bullying, harassment, intimidation, or abuse, including defamation on social media.

17. Any other misconduct deemed inappropriate by the Behavioral Management Committee.

DEALING WITH PERSISTENT MISCONDUCT:

Students are given appropriate guidance and opportunities to identify the motivation and purposes behind their actions and to rectify any negative behaviours before disciplinary action (e.g. warnings, written notices) is taken

STUDENT MISCONDUCT SHALL BE DEALT WITH AS FOLLOWS:

- Firstly, the School shall provide counselling for the student, with a clear explanation, with reasons, for the changes in behavior that are required of the student by the school.
- Next, the School will put in place a strategy, with the appropriate monitoring and support, to address and correct the student's unacceptable behavior.
- If there is a need for further escalation of response, the school shall inform Parents/Guardians by letter and hold a meeting or a series of meetings with them to agree to a reasonable joint home School strategy. Parents/Guardians shall be required, at this stage, to sign an undertaking to support the agreed strategy.
- Should the student continue to behave unacceptably, the school may suspend the student temporarily from School for up to five days and shall issue to the student and his or her Parent/Guardian a final warning.
- In the final stage, if the student fails to modify his or her behavior in accordance with the requirements of the School, the School may apply to ADEK to transfer the student to another School or to permanently exclude the student concerned.

OVERARCHING POSITIVE BEHAVIOR MODEL

Serial #	Element	Description
1	Respect	Treat others with kindness, empathy, and consideration (teachers, peers, and the environment).
2	Responsibility	Take ownership of your actions, complete assignments, and make positive choices.
3	Integrity	Be honest, fair, and ethical in all interactions and decision-making.
4	Perseverance	Show resilience, keep trying in the face of challenges, and never give up.
5	Collaboration	Work together, value diverse perspectives, and contribute positively to group efforts.
6	Follow School Expectations	Understand and follow school rules in different settings (classroom, hallways, lunchroom, etc.).
7	Self-Regulation	Manage emotions, stay focused, and make positive choices even in challenging situations.
8	Positive Communication	Use respectful language and good listening skills when communicating with others.
9	Active Participation	Engage in class activities, contribute to discussions, and demonstrate a willingness to learn.

10	Seek Support When Needed	Ask for help when struggling academically or socially and participate in support programs if necessary (e.g., mentoring, counselling).
11	Peer Support	Help classmates, model positive behaviours, and support others in their learning and development.

This table provides students with clear, actionable expectations for behaviour that contribute to a positive and productive school environment.

NOTE:

Any electronic device like a cell phone, tab, and iPad if found will be confiscated as these devices are strictly prohibited. However, in the case of a dire need, bringing an analogue cell phone might be allowed, subject to prior approval from the competent authority. It is important to note that parents must personally visit the school to seek approval for an analogue cell phone. Students themselves are not eligible to request such permission.

Additionally, the school is not responsible for any damage or loss of these devices.