



KAMIL MUSLIM COLLEGE, BA

STUDENT BEHAVIOUR MANAGEMENT POLICY

Policy Objective:

The purpose of this policy is to institute a framework to guide the teachers and the students of the college on the management of student offences and indiscipline in school. It establishes a clear expectation for appropriate students' behaviour and consequences if breach of the school code of ethics occurs.

This policy reflects Kamil Muslim College values of

Respect, Responsibility, Dedication, Ownership, Equity, Accountability, Creativity, and Honesty.

Our school must be safe, caring and orderly learning environment in which the rights of all students to learn and all teachers to teach must be supported.

We will follow the procedures set out by the Behaviour Management Policy:

Behaviour Management Policy will outline the approach to creating a safe and positive learning environment and early intervention procedures.

1. Preventing and Managing Bullying

Bullying refers to the repeated misuse of power onto another less powerful person. This may be physical, verbal, rational, cyber or psychological.

- All reported cases of bullying will be handled by the Internal Disciplinary Committee chaired by the AP or the designated teacher.
- A thorough investigation will be carried out in the school.
- The case will then be referred to the police.
- Concerned student, if charged by the police will be suspended from the school and matter referred to the MEHA.

2. Management of Student Mobile Phones

Refer to Mobile Policy

3. Managing Breaches of School Discipline

a. Detaining Students After School

- Parents should be contacted to inform them for the reason for and the duration of the detention.
- The parents and the staff member have agreed on the way the student will return to the parents' care following the detention.

b. Withdrawal of Students from Classroom

- This provides students exhibiting disruptive behaviour with the opportunity to calm down and reflect on their own behaviour.
- Staff must supervise students to ensure safety and security requirements are met at all times.

- Staff must provide a student with the opportunity to complete his/her work

c. **Managing Other Related Problems**

Reasons based on causes and effects of Glue sniffing and truancy should be facilitated to enable children to realize the short and the long term effects of such abuses.

- A thorough investigation will be carried out in the school.
- The case will then be referred to the police.
- Concerned student, if charged by the police will be suspended from the school and matter referred to the MEHA.

4. Suspension of a Student from School

The maximum period of suspension is between two days and two weeks, depending on the nature of the offence, for a serious breach of school discipline.

- Inform the student and the parent in writing of the reason for and the intended duration of the suspension.
- Student must not be allowed to leave school grounds until an arrangement to get the student home is made with the parents or the parent accompanies the child after formalities have been completed.
- Students must return to school immediately following the end of the suspension period.
- Suspension for a serious breach of school discipline should include informing and copying correspondence of suspension to the District Education Office.
- Staff must provide a student suspended from school every opportunity to continue with their education programme (School work for the duration of suspension must be set and must be checked upon resumption of classes.

5. Procedural Fairness

A process that demonstrates procedural fairness on which:

- decision makers act fairly and provide reasons for decisions;
- the person affected is given a fair hearing;
- all parties to a matter have an opportunity to put their case, and;
- all relevant arguments are considered, and irrelevant arguments are excluded.

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Principal

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Chairman – Board of Governor