

Behavior and Academic Policy (G5-G12)

LWIS - Adma International School (LWIS-AIS) aims to promote social, emotional, moral, academic, and cognitive growth in order to build responsible students who will become pillars of change in society. We will utilize the 3 S's (Stay Positive, Stop Complaining, Seek Solutions) in order to help all learners become solution focused.

The purpose of setting a behavior policy is not to punish the students but to provide them with an opportunity to learn from their mistakes and behave in a more constructive manner in similar circumstances in the future. Our purpose is to instill values and build skills in order to help students develop self-discipline and self-motivation. Our teachers and administrators will use the NEST approach (Negotiation, Engagement, Support, Tolerance) to encourage students to make the right choices. If a student still chooses to engage in an unacceptable behavior, then the following statements will be in effect:

- 1- If a student wishes to use his or her laptop during break time, a written permission must be obtained from the Head of Section.
- 2- If a student is not wearing his or her school uniform, he or she will be given a new one, and parents will be charged accordingly. If a student refuses to do so, then he or she will be sent home.
- 3- If a student has any piercing on his or her lips, tongue, or eyebrows, he or she will be asked to remove it in order to stay at school.
- 4- If a student wears excessive makeup or jewelry, he or she will be asked to remove it.
- 5- If a student has an extravagant hair style or hair color, he or she will be sent home to change it.
- 6- If a student is late to class 3 or more times, he or she will stay after school to make up the missed time.
- 7- If a student is late for more than thirty minutes in the morning, he or she will have an after school personal development session.
- 8- If a student (G9 to 12) is absent more than two times per term, he or she will lose at least one point daily on the overall grade per subject assigned on that day. (3 late arrivals are equivalent to 1 absence).
- 9- If a student does not submit his or her homework, he or she will be held responsible, and 5 points will be deducted from the homework percentage.
- 10- If the student comes to class without his or her laptop, charger, or copybook, then he or she will stay in class and his or her parents or guardians will be called to bring the stuff to school. Moreover, 5 points will be deducted from the homework percentage.



11- If a student chooses to bring his /her mobile to school, then he/she must give it to the Head of Section before period 1 and will collect it at the end of the day before going home. Having a phone is not allowed at school. Violating this policy will lead to confiscating the phone for at least one day and maybe permanently.

12- If a student is caught cheating on quizzes, tests or assignments, a zero will be issued. (See Academic Honesty Policy)

13- If a student is caught displaying inappropriate emotions, he or she will be reminded of appropriate behavior. In case of repetition of such behavior, parents and counselor will be informed, and actions will be taken.

14- If a student smokes at school, he or she will be sent home for at least one day. He or she might be assigned some community work instead. When coming back to school, the student has to be accompanied by his parents.

- ❖ After the first incident, he or she will prepare a project related to the disadvantages of smoking, and then present it to his classmates.
- ❖ After the second incident, he or she will have a one day in- school suspension.
- ❖ After the third incident, he or she will be sent home.

15- If a student engages in a disrespectful behavior towards another student (shouting, foul language, rude gestures, etc...), he or she may be asked to leave the class or will be sent home depending on the severity of the situation.

16- If a student leaves school premises without permission, he or she will be sent home and will not be allowed back to school without being escorted by his or her guardian.

17- If a student ditches a class, then he or she will have an after school personal development session. Students are not allowed to enter the class unless the Head of Section gives him or her a paper allowing him or her to enter.

18- If a student persistently, bullies (verbally or physically) his or her peers, he or she will complete a reflection paper formulating a solution and then will write an apology letter to the student he or she bullied. If bullying continues, then disciplinary actions will be taken depending on the severity of the situation.

19- If a student commits vandalism or theft, he or she may be suspended depending on the severity of the incident; moreover, he will be charged \$50 in addition to the cost of the broken or destroyed item. Additionally, he/she will be asked to engage in at least half a day of community service. The broken object will not be changed (where feasible) unless the student comes on Saturday and helps fixing or installing the new object.

20- If a student engages in violence or uses illegal weapons (gun, knives, lazer, sharp objects) or substance, he or she will be sent home for a period of time or may be expelled depending on the severity of the incident.

21- If a student activates the fire alarm without justification, he or she will be suspended for three days and will pay a \$500 penalty.

22- If a student engages in a disrespectful behavior towards a teacher or administrator, then, all of the following consequences will be in effect:

a. The student will be kept out of class or sent home the remaining of the day.

b. The student must remain at least 3 periods outside the disrespected teacher's classroom. The student will be given work to complete on his/her own.

c. The student must complete a reflection paper that should include an apology and a way that he/she should have handled the situation without being disrespectful.

d. The student must engage in at least half a day of community service outside school on Saturday or Sunday.

e. The student must meet with the counselor and sign a behavior contract that includes an action plan and specific consequences that will take place in case the student is disrespectful again.

23- If a student has an average less than 65% in more than three subjects regardless of the percentage attained on the cumulative average or a cumulative average below 65, he or she will repeat the year. (See Assessment Procedures Handbook)

24. If a student scores less than 65% on one, two, or three subjects, he or she must attend summer school and pass in order to be promoted to the next level. (See Assessment Procedures Handbook)

25. Once a student violates other signed contracts in relation to lab, library or bus, consequences as stated on the relevant contract will apply.

26. If a student loses his or her copybook, he or she has to copy the old notes in order to get a new copybook. This should be supervised by the teacher and reported to the librarian.

General Application:

Repetitive negative behavior of minor offences or engagement in a major offence will necessitate referral to counseling and/or utilization of a behavior log (see attached) in addition to a signed contract by parents. If a student gets three or more yeses on the behavior log, he or she will have an after-school personal development session. Losing this paper will

indicate lack of adherence to preparedness; therefore, the student will directly get an after school personal development session.

Note : Ipad, Ipod, walkie-talkie, and toy weapons are not allowed at school.

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