

## DISCIPLINE POLICY

POLICY FOR	To help ,create and maintain a safe, orderly, and positive learning environment
PERSON RESPONSIBLE	Mrs. Shermila Unnikrishnan
REVIEW DATE	May 2023
REVIEWED BY	Mrs.Shermila Unnikrishnan
APPROVED DATE	8th May 2023
APPROVED BY	SLT
DATE OF NEXT REVIEW	May 2024
RELATED POLICIES	Behavior Policy, Anti-Bullying Policy

### DISCIPLINE POLICY

School boards and administrators have certain expectations about how a school should run. In order to function effectively, schools must have clear policies and procedures. School discipline has been a central concern of education. Discipline policy provides clear guidelines for expected conduct and what consequences they can expect if the rules are broken.

The school has adopted some comprehensive and effective discipline policies to

1. Promote students' successful learning and well being
2. Inculcate spirit of self discipline in students.
3. Be courteous and respectful of others
4. Carefully develop behaviour acceptable to society.
5. Strengthen students' behavioral skills by addressing the cause of their misbehaviors.
6. Preserve the integrity of the learning environment ensuring the safety and dignity of all the students and staffs
7. Decrease and eradicate offences.
8. Establish clear and defensible principles to set boundaries of acceptable behaviour.

9. Provide and firmly apply guidelines for action.
10. Implement suspension or expulsion when violation of rules and regulation are noticed.
11. Avoid misbehaviour in school premises or at any other school or schools' sponsored program.
12. Eradicate the use of obscene act, habitual profanity and vulgarity.
13. Prohibit possession, sale or use of any controlled substance, intoxicants of any kind.
14. Avoid disrepute to school or valid authority of school.
15. Avoid physical or mental harassment threat or intimidation.

## PROCEDURES

Depending on the circumstances and the seriousness of the offence , disciplinary action takes the form of one of the following

1. Positive behavioral interventions and supports have been shown to reduce and correct the unacceptable behavior .
2. Students are reprimanded verbally.
3. Refer students to the school counselor
4. Students and staff are issued with intra school memos.
5. Students and staff are issued with ministry memos.
6. A letter setting out the reasons or reasons why they are considering disciplinary action.
7. Parental intervention with duly signed under taking demanded by the school.
8. A meeting to discuss the issue and leads to disciplinary decision
9. Students may be suspended/ expelled on display of prohibited and unacceptable behavior as per the discretion of the disciplinary committee headed by the Principal / Vice Principal.