

DISCIPLINE AND SUBSTANCE ABUSE POLICY

School discipline is the system of rules, punishments and behavioural strategies appropriate to the regulation of children and the maintenance of order in schools. Its aim is to control the students' actions and behaviour. An obedient student is in compliance with the school rules and codes of conduct. These rules may, for example, define the expected standards of clothing, timekeeping, social behaviour and work ethic. The term *discipline* is also applied to the intervention that is the consequence of breaking the rules. The aim of discipline is to set limits restricting certain behaviours seen as harmful for the child or others around him.

In general, a system of school discipline can be called effective if it clearly communicates to both students and staff what are acceptable and unacceptable boundaries of behavior and what are the consequences of misbehavior will be.

Objectives of A Discipline Policy/Plan

- To enable students to manage and control their behavior.
- To enable the students follow rules, respect them and participate positively in learning process.
- To eliminate physical and psychological violence from school.
- To ensure a general wellbeing of students and staff in school.

The aforementioned objectives can be achieved through the following steps-

- A firm consistent discipline plan.
- Entire school (i.e., all heads, teachers, students and parents) is aware of the plan and follows consistently.
- The plan is implemented strictly by VP/HMs and counselor (when required for referral).
- Have a few pages in diary for indisciplinary notes from teacher (so that each parent can ensure about their child's behaviour by going through those pages).
- Enhance parent participation by
 - A) having regular age appropriate workshops (e.g., Mont-I, class I, VI, IX and XI)
 - B) valuing parent participation(e.g. dads vs. lads matches)
- Appropriate and respectful behavior is modeled by teachers and administrators.
- Appropriate behavior in students is appreciated and encouraged through formal and informal means.



It is vital that the behavior policy is clear, that it is well understood by staff, parents and pupils, and that it is consistently applied.

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CODE OF CONDUCT

Definition of misbehavior

- Misbehavior includes disrespect to teachers all members of the School Staff, Irregular attendance, habitual idleness, disobedience, bad conduct, stealing, using unfair means in examination, teasing fellow students, etc.
- Students are not allowed to bring two wheelers to school or drive a four wheeler to school.
- No books, periodicals, comics, newspaper or printed matter of an objectionable nature, must be brought into the school.
- Unauthorized object that may cause harm to self /others /School building .e.g. Sharp objects ,fire crackers etc must not be brought to School.
- Cell phones, digital watches and diaries, toys, calculators, video games, portable audio and video devices and any mass storage devices are forbidden in the school.
- Any damage to school property must be made good by the student concerned.
- The school uniform is a sacred and prized possession of a student. It symbolizes the ethos and culture of the school, of which the student is an integral part.
- Uniform includes proper shirt, skirt/trousers, socks, belt, shoes, tie and blazer (in winters). Shirts should be properly tucked in and skirts/trousers worn on the waist and not low waist. Any violation of its sanctity calls for firm disciplinary action.
- School time needs to be respected. Gates to be closed at 7.45 am
- No child enters unless parents accompany with valid reasons.
- It is responsibility of parents to ensure child's safe return to home if he /she reaches late and gates are closed.

REPORTING

- An episode of indiscipline can be reported by a student, teacher, a support staff or administrator.
- The complaint must be brought to the notice of Class teacher and the Head Mistress; who would decide for next action as per the severity of indiscipline.

Once rules have been communicated, fair and consistent enforcement helps maintain students' respect for the school's discipline system. Consistency will be greater when fewer individuals are responsible for enforcement.

The School will review this policy annually to reflect new legal and regulatory developments and ensure best practice.

