

## BEHAVIOUR POLICY

### 1 INTRODUCTION

- 1.1 The maintenance of good discipline is of paramount importance for the growth, welfare and development of students. École Jeannine Manuel (“the School”) encourages students to develop the capacity for self-discipline, to learn to act with consideration for others and to discover what is acceptable behavior in school and as a member of the wider community.

A commitment to the School and respect for the rules underpin effective discipline and behavior. All staff share responsibility for implementing the School Rules and for maintaining standards of courtesy, behavior and appearance. The School believes that in order to enable effective teaching and learning to take place, good behavior in all aspects of school life is necessary. It seeks to create a caring and learning environment in the school by:

- 1.1.1 Promoting good behavior and discipline;
  - 1.1.2 Promoting self-esteem, self-discipline, proper regard for authority and positive relationships based on mutual respect;
  - 1.1.3 Ensuring fairness of treatment for all;
  - 1.1.4 Encouraging consistency of response to both positive and negative behavior;
  - 1.1.5 Providing a safe environment free from disruption, violence, bullying and any form of harassment;
  - 1.1.6 Encouraging a positive relationship with parents and carers to develop a shared approach; and
  - 1.1.7 Involving them in implementing School’s policy and associated procedures.
- 1.2 The School and the Head of School intend that the School Rules, the Behavior Policy and the sanctions provided in them shall also, in appropriate circumstances, be capable of regulating the conduct of students when they are away from school premises and outside the jurisdiction of the school, for example during weekends and in the holidays. This will normally be where the conduct in question could have repercussions for the orderly running of the school, affects the welfare of a member or members of the school community, a member of the public, or the reputation of the School.

### 2 EXPECTATIONS

- 2.1 The School expects all students to:
- 2.1.1 Treat others with respect, courtesy and consideration at all times;
  - 2.1.2 Be on time for lessons and school activities and have the necessary books and equipment for each class;
  - 2.1.3 Contribute to the learning atmosphere in class by taking an active part, concentrating, getting work completed on time and not behaving in a disruptive manner, listening to their peers as well as the teacher;
  - 2.1.4 Respect school property and the property of fellow students;
  - 2.1.5 Avoid bad language;

- 2.1.6 Behave properly on all school occasions, e.g. when visiting other schools, when hosting visitors, when listening to speakers, when out on a school trip;
- 2.1.7 Help keep the school clean and free of litter;
- 2.1.8 Observe the School Rules, including those regarding appearance;
- 2.1.9 Behave decorously and use their good sense in avoiding excessive public display of affection; and
- 2.1.10 Dress appropriately
- 2.1.11 Take care of their possessions, and respect the possessions of others.
- 2.1.12 Keep their cellphone turned off when inside school premises.

- 2.2 Bullying of any form will not be tolerated.
- 2.3 Drugs, and alcohol are strictly forbidden.
- 2.4 Smoking is strictly prohibited on and around school premises

### **3 ROLES AND RESPONSIBILITIES**

- 3.1 The School will establish and keep under review this policy.
- 3.2 The Head of School will be responsible for ensuring the implementation and day-to-day management of the policy and procedures.
- 3.3 Staff will be responsible for ensuring that the policy and procedures are followed, and consistently applied. Staff will advise the Head of School of the effectiveness of the policy and procedures and have the responsibility for promoting good behavior.
- 3.4 Parents are encouraged to work in partnership with the School and assist the School in maintaining high standards of behavior.
- 3.5 Students are expected to take responsibility for their own behavior and report any incidents of poor behavior.

### **4 PHYSICAL CONTACT**

- 4.1 Staff should use their professional judgment at all times about the appropriateness of any physical contact. There are occasions when it is entirely appropriate and proper for staff to have physical contact with students, but it is crucial that they only do so in ways appropriate to their professional role.
- 4.2 We reserve the right for our staff to use reasonable force to control or restrain a student in specific circumstances, for example, to prevent a student:
  - Causing personal injury to any person (including the student themselves); or
  - Causing damage to the property of any person (including the student themselves).

### **5 SANCTIONS FOR MISBEHAVIOR**

- 5.1 The School always aims to motivate students by positive feedback and encouragement, but sanctions may sometimes be necessary. In many cases simply speaking to the student will be sufficient, but the Head should be informed so possible patterns of behavior can be identified.

Incidences of misbehavior will be reported to the Head of School who will decide on the appropriate sanction.

5.2 Parents may be informed if the offence is considered to be serious.

5.3 Sanctions may include:

5.3.1 Reflective writing essay

5.3.2 Community Service Work

5.3.3 Withdrawal from a lesson, school trip or team event

5.3.4 Written official warnings called “avertissement”. Beyond “avertissement,” sanctions are specified in details in the School Rules.

5.3.5 Examples of serious breaches of the rules and regulations include, by way of example:

- Drug abuse
- Alcohol and tobacco abuse
- Theft
- Bullying
- Physical assault/ threatening behavior
- Fighting
- Sexual harassment
- Racist or sexist abuse
- Sexual misconduct
- Damage to property
- Persistent disruptive behavior