

## CODE OF BEHAVIOUR

At Al-Fajr Arabic School, children are expected to make a positive contribution to the school and support the positive endeavours of all its members. Good behaviour and discipline are key foundations for good education. In an orderly atmosphere, effective teaching and learning can take place. Rules are essential for the benefit of all, we expect children to follow these rules:

1. Strive to make effort in all areas of work to the best of their ability.
2. Follow instructions and do what is asked by members of staff and volunteers.
3. Take responsibility for our own learning and not distract others from learning.
4. Show respect to other people be considerate of each other's differences.
5. Be polite in our words and actions and avoid confrontations.
6. Be ready to help whenever requested by members of staff.
7. Arrive on time to school, with all the necessary books and learning materials.
8. Have homework completed in readiness to submit.
9. Inform the school of any absences in advance.
10. Move around the school in a safe and calm manner e.g., avoid running in the school buildings.
11. Do not bring anything that could cause harm to themselves or others to school.
12. Switch off mobile phones whilst in class.  
Parents' consent required for use of mobile phones outside of class.
13. To eat and drink in the time and space allowed and allocated by the school.
14. Chewing gum is strictly forbidden on the school premises.
15. Respect the environment and dispose of litter appropriately.
16. Take responsibility for own litter by throwing in the bins or taking it home.
17. Do not vandalize any school displays or property.
18. Report any concerns to a teacher. Verbal or physical abuse against any other person is wrong, even if someone has upset you.

## BREACHING THE CODE OF BEHAVIOUR

Al-Fajr Arabic School will ensure that all children attending our school are informed of this code of behaviour. The school will seek to confirm that the child agrees to follow it once he/she has seen and understood it. The school will ensure that children are made aware of the consequences if they breach it.

We understand that there will be times when the behaviour of a student does not meet the school expectations or the code of behaviour. In this case we will intervene as soon as possible to avoid escalation, the negative behaviour will be explored and discussed and remedied using a suitable sanction with a restorative approach.

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## THE 4-STEP LADDER

**FIRST TIME BREACH:** The child will be reminded of the code of behaviour and that he/she is expected to comply with it. An opportunity is given to the child to reflect on the breach and prepare for a more positive attitude, with the support of the teacher/parent.

**SECOND BREACH:** If after the first step, the child continues to show inappropriate behaviour, he/she will be referred to the headteacher. The child is reminded of the code of behaviour and its consequences, in a supportive intervention by the headteacher.

**THIRD BREACH:** Any further persistent bad behaviour will result in sanctions, such as "no play time", while the child is reminded that this stage is the last tolerated in breaching the code of behaviour. Parents are informed and this will be recorded in the children's class file.

**FOURTH BREACH:** If bad behaviour continues, the headteacher issues an expulsion to the child from the school and discusses with the family possibilities of further support from other services.

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## REWARDS

We would much rather praise positive behaviour than punish negative and inappropriate behaviour, positive behaviour will be reinforced by the following techniques and tools:

- Verbal praise and communication
- Written praise in the marking of work
- Stickers/class certificates
- Displaying of work to build student's self esteem
- Celebratory assemblies
- Contact with parents/carers

## SUMMARY

### Parents' responsibilities are:

- To make children aware of appropriate behaviour in all situations including outside of school.
- To be aware of the school rules and expectations.
- To encourage independence and self-discipline
- To show an interest in all that their child does in school.
- To support the school in the implementation of this policy.

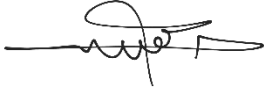
### Staff responsibilities are:

- To treat all children fairly and with respect.
- To raise children's self-esteem and develop their full potential.
- To create a safe and pleasant environment, physically and emotionally.
- To be a good role model.
- To use rules and sanctions clearly and consistently.
- To provide a challenging, interesting and relevant curriculum.
- To recognise that each child is an individual and to be aware of their (special) needs.
- To inform senior staff and/or parents of behaviour that causes particular concern.

### Children's responsibilities are:

- To work to the best of their abilities and allow others to do the same.
- To take care of the school's property and environment.
- To actively listen and act upon the instructions of the school staff.

Adopted by the Management Committee

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Signature:	
Date:	10/09/2023