

KAZAKHSTAN INTERNATIONAL SCHOOL



2022-23 KIS SECONDARY STUDENT CODE OF CONDUCT

Addressing Poor Behaviours and the use of Sanctions

Level 1: Lack of Responsibility	Potential Actions
<ul style="list-style-type: none"> ● Non-compliance with dress code ● Lateness to school ● Lateness to lessons ● Lack of equipment needed for learning ● Failure to complete homework/class work ● Inappropriate use of laptop in lessons (gaming or accessing social media); failure to adhere to mobile phone policy ● Leaving personal possessions unattended 	<ul style="list-style-type: none"> ● Verbal warning ● Reasons established and ways to improve discussed – further investigation may be needed depending on response ● Recorded on Managebac
Level 2: Lack of Respect	Potential Actions
<ul style="list-style-type: none"> ● Repeated level 1 infractions ● Disrespect or rudeness shown towards fellow students, staff or any member of the KIS community ● Defiance - not following the instructions of administration, faculty or staff ● Inappropriate displays of affection ● Vandalism e.g. graffiti ● Disruption to the learning of others in lessons ● Truancy a lesson (including excessive time in washrooms or at the nurse) ● Name calling/isolating others/interfering with the personal property of others ● Use of inappropriate language ● Misuse of IT and/or equipment ● Academic malpractice 	<ul style="list-style-type: none"> ● Recorded as a referral on Managebac by the member of staff ● Parents notified ● Formal meeting between student, teacher making referral and appropriate SLT member (MYP/DP Coordinator/Principal) ● Student to be monitored, weekly report initiated by MYP/DP Coordinator where appropriate ● Detention at break, lunchtime or after school. ● Letter of apology where appropriate ● Restorative process followed as appropriate
Level 3: Serious Offences	Potential Actions
<ul style="list-style-type: none"> ● Persistent breaches of school expectations ● Repeated level 2 infractions ● Fighting, aggressive or violent behaviour ● Verbal or written threats ● Actions causing bodily harm ● Harassment ● Acting or speaking in racially-charged or xenophobic manner 	<ul style="list-style-type: none"> ● Immediate referral to Principal ● Recorded on Managebac by teacher ● Parents informed and a meeting with parents set ● Behaviour contract created with fixed term review and completion if appropriate ● Internal or external suspension

<ul style="list-style-type: none"> ● Acting or speaking in a sexist, homophobic or transphobic manner ● Vandalism causing more serious damage than Level 2 ● Theft ● Bullying ● Academic malpractice, (academic malpractice in any component of external examinations may result in loss of MYP or DP award). ● Lying, misleading or withholding information from faculty, administration or staff 	<ul style="list-style-type: none"> ● Completion of work in controlled environment ● Restitution for damages caused by vandalism
<p>Level 4: Serious Offences</p>	<p>Potential Actions</p>
<ul style="list-style-type: none"> ● Persistent breach of school expectations ● Repeated level 3 infractions ● Possession, distribution or use of alcohol or tobacco products (including e-cigarettes or vaping devices) ● Possession, distribution or use of narcotics ● Possession, distribution or use of drug paraphernalia ● Possession or supply of pornographic material ● Possession of any form of weapon (or replica); threat or actual use of any object as a weapon that may cause serious physical injury ● Engaging in any form of illegal activity 	<ul style="list-style-type: none"> ● Immediate referral to the school principal. Full documentation completed by member of staff involved on Managebac ● Restitution for damages caused by vandalism ● External suspension ● Parents contacted ● Meeting with Principal ● Student’s future at the school discussed with Head of School; Board informed of permanent exclusion, if deemed necessary



