

Behavior Policy

Learners Rights and Responsibilities

Learners' involvement in the educational process is a basic right. Active involvement includes planning and evaluation in an atmosphere of basic mutual respect.

Learners have the right to:

- be an individual at school, free from prejudice and discrimination.
- be respected and not physically or emotionally abused.
- express ideas when appropriate and be part of the development process at school.
- a safe school.
- tell my side of the story at the appropriate time.
- know the school rules.

Responsibilities

Learners have a responsibility to conduct themselves in a manner that does not violate the rights of other people. They share with teachers, administrators, and support staff the responsibility of developing a climate within the school that is conducive to productive learning and living.

Learners have the responsibility to:

- be thoughtful, respectful, and courteous to others.
- take care of property.
- practice good personal hygiene.
- come to school daily on time.
- enter classrooms in an orderly way and to settle down to work immediately.
- bring all necessary books, materials, and equipment to class.
- complete and hand in work by the due date.
- listen with courtesy to the views of others.
- allow others to work without being disturbed.
- understand and follow school rules.
- accept just and appropriate consequences if responsibilities are not fulfilled.
- refrain from cheating (refer to the Academic Honesty Policy).

ASB aims to promote an environment in which everyone feels happy, safe, and secure.

Students are expected:

- to behave reasonably, courteously, respectfully, and responsibly at all times.
- to arrive on time and be prepared for class.
- to complete all assignments on time.
- to wear the appropriate school uniform.
- to treat ASB staff and classmates with respect at all times.
- to avoid disturbing and interrupting the class.
- to walk briskly and quietly, and avoid running, pushing, or shouting.
- to refrain from using inappropriate language.
- to respect their own personal belonging and the property of others at all times.
- to avoid rough play on the playground during breaks.

ASB is a bully-free campus and does not tolerate bullying in any form. Bullying is defined as repeated behaviors where the balance of power is uneven. This can include the use of physical strength, making threats, or distributing embarrassing information. Cyber bullying of students or any employee via any social media platform will also not be tolerated. Students should report any bullying behavior to a teacher, principal, or school counselor immediately.

Fighting of any kind is not allowed in or around ASB or at any ASB sponsored events. ASB does not allow "play" fighting. Infractions may result in suspension or expulsion. Fighting typically involves the use of physical contact, bodily force, or weapons in order to cause harm to another individual but may also include verbal confrontation or altercation.

General School Rules:

- Parents are to notify the teacher or attendance@asb.bh for any student absence.
- Students are expected to take care of all schoolbooks and property. They may be fined for damaged or lost texts and library books.
- Gum chewing is not allowed on school premises.
- Ingestion or possession of illegal or controlled substances are strictly forbidden. This includes possession or use, in or around ASB or ASB-sponsored events and school trips. Offenders will be suspended and possibly expelled.
- Mutual courtesy and respect between students as well as absolute respect for ASB teachers, security personnel and staff are expected at all times. Offensive or disrespectful language will not be tolerated.
- Students may not leave the school during the day for any reason without the express written permission of an administrator. Students must present a note from the parents when asking to leave school at their parents' request. A parent may come to school to pick up their child but must first check in with the Receptionist on the ground floor.
- Upon dismissal, students are to go home immediately by bus or car unless involved in a school-sponsored extracurricular activity, studying in the library, or working with a teacher.
- Students wearing the school uniform on and off campus, must uphold and respect the school code of conduct as well as school values.

Discipline Procedures

ASB discipline procedures aim to:

- Recognize and promote responsible and positive behavior.
- Provide a consistent approach to managing inappropriate behavior by applying fair and logical consequences.
- Encourage students to take responsibility for their own behavior by teaching and promoting problem solving and conflict management skills.
- Encourage students to learn from and reflect on their own behavior.
- Promote the ASB learner profile and the IB learner profile attributes in order to encourage students to have a positive influence in our community by being; Inquirers, Thinkers, Communicators, Risk-Takers, Knowledgeable Principled, Caring, Open-Minded, Well-Balanced and Reflective.

Discipline Regulations and Procedures

In order to develop and maintain a positive educational setting that is conducive to student learning, discipline standards at ASB are designed to balance discretionary authority and the need to provide students with positive behavioral alternatives. The behavior modification procedures of our school are educational in nature and are designed to ensure all students enjoy learning in an environment free from distraction and intimidation. Disciplinary procedures are designed to foster good behavior rather than react to inappropriate behavior. Disciplinary procedures involve consideration for individual circumstances within the context of respect for the safety and well-being of the entire school community. Teachers will first address and resolve problems which come to their attention prior to administrative intervention. The Principals and the Director have the responsibility to make the final decision in relation to consequences for severe inappropriate behavior. Teachers and staff members will follow the following rubric to guide their classroom management.

Level 1: Managed within the classroom by the individual teacher, positive and negative behavior communicated as needed.

Level 2: Managed by the teacher in conjunction with the appropriate Principal, parents are contacted, possible counselor meeting, appropriate teachers informed.

Level 3: Managed by the appropriate Principal, clear consequences given, parents involved, student enrollment at risk.

Level 4: Managed by administration, parents involved, referral form used, student enrollment at high risk.

INAPPROPRIATE BEHAVIOURS	CONSEQUENCES (To support behavioral change)
LEVEL 1 – Low level, infrequent behaviours that interrupt teaching and learning and are dealt with in-class • Off task/Not finishing work • Noncompliance • Incomplete homework • Inappropriate moving around the school • Using inappropriate language • Chewing Gum • Littering • Spitting • Bringing inappropriate items to school • Unsafe play	LEVEL 1 – Appropriate response by teacher • Clear Directions • Rule Reminder • Loss of privileges (recess or lunch detention) • Logical Consequences (e.g., Drop litter, pick up garbage for 5 minutes during free time) • Time Away/ Time Out – student moves to a place away from group or in another classroom • Behavior reflection
LEVEL 2 - Repeated behaviors that disrupt teaching and learning or are repeated level 1 behavior and require outside assistance • Non-Compliance • Disrespect/Defiance • Verbal Abuse – First offense • Swearing • Bullying • Truancy • Inappropriate use of computers • Dishonesty with staff	LEVEL 2 – Appropriate response by teacher with Administration assistance as needed • Loss of Privileges • Behavior reflection • Parent notified • Sent to office • In class contract • Counseling recommended • After school or lunch detention
LEVEL 3 - Persistent documented breaking of rules, repeated level 2 behavior and required administrative support (Theft, Vandalism - including Graffiti moved to Level 4 category) • Harassment • Racism • Bullying • Fighting • Truancy • Inappropriate use of devices • Academic dishonesty or cheating • Consistent classroom disruptions	LEVEL 3 – Administrative action, to include teacher, counselors, and parents • Family conference • Individual Behavior Plan/Contract • In school suspension • Counselling referral • After school detention • Enrolment at risk
LEVEL 4 – Repeated level 3 behaviors, physical violence, dangerous or illegal behaviors. Examples: • Extreme physical violence and or repeated acts of physical violence • Possession or use of controlled substances • Smoking, possessing, consuming, or selling illegal substances while under the school's jurisdiction • Possession or consumption of alcohol or tobacco • Possessing dangerous items or weapons while under the school's jurisdiction • Bringing to school or accessing pornographic material • Computer hacking, trashing, or interfering in any way with another person's work • Repeated theft and or vandalism of school property • Repeated bullying and or harassment of others • Excessive unexcused truancies	LEVEL 4 – Administrative actions may include any or all the following: teacher, counselor, parents, and administration. • Contact with authorities if required • Family conference • Individual behavior plan/contract • Out of school suspension • Counseling- professional recommendations • Enrolment at high risk