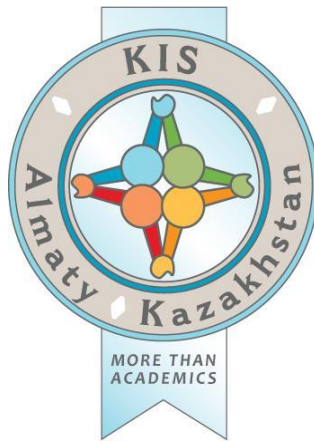


KAZAKHSTAN INTERNATIONAL SCHOOL



2025-26 KIS SECONDARY STUDENT CODE OF CONDUCT

Level 1: Lack of Responsibility	Potential Actions
• 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 school (gaming or accessing social media) • Failure to adhere to mobile phone policy	• Verbal warning • Reasons established and ways to improve discussed • Time out from technology in class • Confiscation of mobile phone until the end of the day • Incident recorded on Managebac • Email to parents with Homeroom Teacher copied in
Level 2: Lack of Respect	Potential Actions
• Repeated level 1 infractions • Disrespect or rudeness shown towards any member of the KIS community • Defiance - not following the instructions of administration, faculty or staff • Vandalism of school property • Interfering with the personal property of others • Misuse of IT and/or equipment • Addressing other people in a disrespectful manner • Intentionally isolating others • Use of inappropriate language • Disruption to the learning of others • Lesson truancy (including excessive time in washrooms or at the nurse) • Academic malpractice • Inappropriate displays of affection	• 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 • Restitution for damages caused by vandalism • Letter of apology • Restorative process • Incident recorded on ManageBac • Email to parents with Homeroom Teacher, Coordinator and Principal copied in
Level 3: Serious Offences	Potential Actions
• Repeated level 2 infractions • Persistent breaches of school expectations • Fighting, aggressive or violent behaviour • Offensive language of all kinds, including sexist, racist and derogatory language • Verbal or written threats • Actions causing bodily harm • Vandalism causing more serious damage than Level 2	• Immediate referral to Principal • Parents informed and a meeting with parents set • Behaviour contract created with fixed term review and completion if appropriate • Internal or external suspension • Completion of work in controlled environment

• Theft • Academic malpractice • Lying, misleading or withholding information from faculty, administration or staff • Actions that potentially damage the reputation of the school	• Academic malpractice in any component of external examinations may result in loss of MYP or DP award • Restitution for damages caused by vandalism • Incident recorded on ManageBac • Written correspondence to parents with Homeroom Teacher, Coordinator and Principal copied in
Level 4: Serious Offences	Potential Actions
• Repeated level 3 infractions • Persistent breach of school expectations • Bullying - repeated actions intended to cause harm to others • Harassment (including physical, verbal and online harassment) • Use, possession or distribution of alcohol or tobacco products and paraphernalia (including e-cigarettes or vaping devices) • Smoking or vaping or being with others who are smoking or vaping • 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	• Immediate referral to the school Principal. • 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 • Full documentation completed by member of staff involved • Written correspondence to parents with Homeroom Teacher, Coordinator, Principal and Head of School copied in

