

HARVEST INTERNATIONAL SCHOOL, BENGALURU

DISCIPLINE POLICY

All students at Harvest International School have the right to be treated fairly and with dignity in an environment that fosters positive behaviour for learning, free from disruption, intimidation, harassment, and discrimination. To achieve this, it is necessary to maintain high standards of discipline. Our school's discipline policy aims to outline the responsibilities of teachers, students, and parents and outline strategies and practices to encourage positive behaviour and manage inappropriate behaviour.

Parents are responsible for supporting the school in the implementation of the school discipline policy and must communicate with school staff about their child's behaviour and circumstances which may influence this behaviour.

Expectations from Students:

1. **Respectful Interactions with Teachers and Visitors:** Students are expected to extend courteous greetings not only to their teachers but also to school visitors, demonstrating respect and appreciation for all individuals within our educational community.
2. Students must appreciate and value diversity, treating all individuals with kindness and empathy. Students must resolve conflicts peacefully and respectfully, seeking assistance from teachers or counsellors to address disagreements or misunderstandings.
3. **Punctuality:** Students are expected to be punctual to school and various events at all times. Students attending optional classes, libraries, or laboratories are expected to reach back within 5 minutes of the commencement of their next class. They are not allowed to loiter around unnecessarily. If found, loitering disciplinary action will be initiated.
4. **Responsibility:** Students are expected to take responsibility for their actions and their learning, including attending classes regularly, completing assignments on time, and participating actively in classroom/ school activities.
5. **Safety:** Students must prioritise their safety and of others by following all school rules and regulations, including those related to physical safety and the use of technology.
6. **Integrity:** Students are expected to demonstrate honesty and integrity in all their actions, including refraining from cheating, plagiarism, or any other form of academic dishonesty.
7. **Digital Citizenship:** Students are expected to demonstrate responsible digital citizenship by using technology and social media platforms appropriately, refrain from cyberbullying, sharing inappropriate content, or engaging in online activities that could harm themselves or others.
8. **School uniform:** Students are expected to always wear the prescribed school uniform. Refer to the school uniform policy for the same. Students are expected to maintain personal hygiene and be well-groomed.

9. **Maintaining Respectful Communication:** Students are expected to refrain from using profanity, engaging in physical altercations, or engaging in derogatory remarks towards peers and staff members.
10. **Adherence to Instructions:** Students are required to comply with directives and follow instructions provided by school authorities at all times. School Almanac must be brought to school every day.
11. **Engagement in School Activities:** Active participation in school activities is mandatory for all students as this involvement contributes to a positive school environment and personal growth.
12. **Participation in Field Trips and Inter-School Competitions:** Students representing our school in field trips and inter-school competitions are expected to maintain exemplary behaviour, upholding the values of sportsmanship, respect, and responsibility, both on and off campus.
13. **Maintaining a Tidy Environment:** In adherence to the school's discipline policy, students are expected to uphold cleanliness standards and refrain from littering. Damaging school property (furniture, walls, laboratory and digital equipment, school buses etc) is not permitted and will have to be compensated as per the decisions taken by the Management. Keeping our school environment tidy fosters a conducive learning atmosphere for all.
14. **Enforcement of a Zero-Tolerance Policy:** Our school strictly prohibits the use or possession of chewing gum, cigarettes, vapes, and drugs on campus to maintain a safe and conducive learning environment, with violators facing immediate disciplinary action which will include expulsion.
15. **Timely Return to Class and Classroom Boundaries:** Students are expected to promptly return to their classrooms after breaks and refrain from entering other classrooms or mingling with students from different grades. Students are not permitted to enter the Teachers' Staff Room without the permission of a teacher or in the absence of a teacher in the staff room.
16. **Ensuring Bus Safety:** Students must prioritize safety, avoid vandalism, and prevent bullying while on the school bus. It is essential to maintain a secure and respectful environment for all students throughout the journey. Parents/Guardians are not allowed to enter classrooms or school buses.

Disciplinary Procedures:

1. **Verbal Notification:** For minor infractions of school rules, such as tardiness or minor disruptions in class, students will receive a verbal warning from the teacher or staff member.
2. **Written Intimation:** If a student continues to violate school rules after receiving a verbal warning, they will receive a written warning/discipline card outlining the infraction and the consequences of further violations.

3. Parent/Guardian Conference: If a student persists in their behaviour despite verbal and written warnings, a parent/guardian conference will be scheduled to discuss the situation and develop an improvement plan.
4. Detention: Students may be assigned detention for more serious or repeated infractions of school rules. During detention, students will be required to complete academic work or participate in other constructive activities under the supervision of a staff member.
5. Suspension: In cases of severe or repeated misconduct, a student may be suspended from school for a specified period. During the suspension, the student will be required to complete assignments at home and not be allowed to participate in extracurricular activities or school events.
6. Expulsion: In rare cases of extreme misconduct, such as violence, drug use, or other serious offenses, a student may be expelled from Harvest International School. Expulsion is a permanent removal from the school, and the decision will be made in consultation with school administrators, teachers, and the Management.