

# DISCIPLINARY ACTIONS

In the process of putting on the attire of fully matured personality it is quite conspicuous a fact that the students may commit a number of errors and then rectify them towards converting failure into success. Therefore, in order to grow a stronger self-realization of one's own errors and to help refrain from the repetition of the same, the school has devised certain remedial measures.

Disciplinary Actions will be taken against the students who indulge in following offences :

1) Insubordination

Refusal to comply with the instructions given by the school authorities such as refusal to open a book, writing assignments, taking class tests as and when administered or refusal to any group work/team work.

2) Misconduct in the classrooms

Irregular attendance, habitual late arrival, carelessness, idleness, negligence in doing home work, disobedience and disrespect or any other reprehensible behaviour towards teachers and others may entail to dismissal from the school. Students are accountable to the school authorities for their conduct both inside and outside the school.

3) Causing Humiliation/Embarrassment to the fellow students

Causing Humiliation/embarrassment that shows disrespect to the dignity of a fellow student by way of writing/electronically/ photographs/drawings/orally or through any other objectionable gestures.

4) Causing Mental Harassment to the fellow students

- \* Any act written, verbal or physical that adversely affects the ability of students to study, participate in the school programmes or causes disruption in the growth of a student.

- \* Use of abusive / indecent / obscene / vulgar language in the school premises for / with any fellow student or for any staff.

#### 5) Violence/Intimidation/Fighting/Physical assault

- \* An act of physical violence such as slapping, kicking, pushing, pulling hair/dress, scratching with nails or throwing objects on anyone.

- \* Threatening/ intimidating any fellow student of dire consequences as any kind of retaliation.

- \* Showing disrespect towards rules and regulations of the school.

#### 6) Bullying

- \* Written, verbal or electronic communication to threaten a fellow student or school staff.

- \* Blackmailing a student/threatening a student of dire consequences as a matter of retaliation.

- \* Damaging/ tearing/ throwing objects/ books/ note books/ stationery or any such items of other students in order to show seniority/ express anger/ as a matter of retaliation.

#### 7) Stealing

An act of stealing objects from the staff rooms/ students bag / labs / activity rooms/ library.

#### 8) Defacing / Damaging school property

- \* Defacing / damaging school property / showing casual approach in handling school furniture / fixtures such that it results in breakage /damage.

- \* Scribbling / writing in library books / school furniture / walls, carving into wooden fixtures and furniture's or putting /spraying paints

anywhere on the walls / glass surfaces, damaging fixtures of washroom etc.

At the first instance, a small yellow card will be pasted on the almanac of the student. This yellow card may be withdrawn when some improvement is noticed in the student. A second yellow card will be issued if the student doesn't show any improvement within the stipulated period of time from the date of issue of the first yellow card. The student(s) receiving such second yellow cards will be under intensive observation for one more week. Further, a red card will be issued to the concerned student(s) under intimation to his/her parents who will also be summoned by the school if no improvement is noticed in him/her. If the parents do not turn up as per the call received from the school, it will be treated as an act of indifference. And disciplinary action deemed fit shall be taken by the school accordingly.

The issuance of a second red card may lead to strict disciplinary action like suspension/not allowing to appear in assessments / tests / expulsion from the school.

AN EX-PARTE DECISION MAY BE TAKEN AGAINST THE STUDENT WHOSE PARENTS DO NOT RESPOND TO THE 'LETTER OF CONCERN' ISSUED BY THE SCHOOL AUTHORITIES.

In case of serious offences, which reflect adversely on a student's conduct, two Red cards may be directly issued. Such Red cards will not be withdrawn under any circumstance. The students may be directly issued Red cards showing disobedience, telling lies, distributing prohibited eatables such as sweets/ice-creams/cold-drinks or any such other unwanted food-stuffs, and also for producing false medical certificates.