



The Apple International School, Dubai

مدرسة التفاحة العالمية – دبي

ATTITUDES AND BEHAVIOUR

Guiding Principles and Protocol

Code of Conduct: Statement of Position and General Code of Conduct

- **Definition:**

The Code of Conduct entails all the Rules and Regulations that are vital to an Institute. The Code of Conduct is an embodiment of Law and Order and promises to make out of students better citizens for a brighter tomorrow. The Code of Conduct is created with aspects beneficial to a Student's Character and beneficial to the school as a whole. The students are motivated to follow these rules by the teaching staff and the Administrative Hierarchy.

- **Statement of Position**

The Apple International School, Dubai believes that Rules and Regulations should be laid in place for better functioning of the Institute. The school feels, though, that the rules and regulations should not be cumbersome. So the school has laid down a minimum of don'ts to make school life livelier. The school in doing so does not compromise on any issues that require attention or are vital to the students' development.

GENERAL CODE OF CONDUCT

- Pupils are not permitted to bring mobile phones, iPods, MP3 players and other electronic items to school. In case a student requires bringing his / her mobile phone to school, this should be supported by a note from the parent.
 - Pupils must maintain discipline in the school bus. The seating arrangement in the bus is as follows – secondary girls at the back, primary students and teachers in the centre and secondary boys in the front. In case this is not followed, disciplinary action will be taken.
 - In case a teacher does not come to class for any reason, it is the duty of the class monitor to inform the respective Supervisor after five minutes have elapsed.
 - It is the responsibility of the students to keep their classrooms neat and tidy at all times and see that the display boards are well maintained and informative. Lights and air-conditioners must be switched off when not in use.
 - The school diary must be brought to school daily. It must be used for noting down homework given and as a medium of communication between the parents and teachers.
 - Students must not absent themselves before any exam unless study leave has been given. In case a student is absent, necessary action will be taken.
 - Leave before long break – summer and winter vacation etc. will not be given unless in case of an emergency. Minimum attendance as prescribed by the Ministry of Education during an academic year is 96%. In case a student does not meet this requirement, he / she will not be permitted to appear for the final examination.
 - The Late Coming Students Follow up Protocol (Ref. Index) and Dressing and Hygiene: Expectations and Follow up Protocol (Ref. Index) are also a basic part of this Code of Conduct.
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- **Follow up Protocol**

The Code of Conduct is a fundamental guide to the Rules and Regulations.
In case of failure to abide by the aforementioned Code, the Discipline committee of the School shall take necessary action.

Ms. Pranjala Dutta

Principal

The Apple International School, Dubai

Enacted and Enforced: October, 2015

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