



The Apple International School



POSITIVE BEHAVIOR POLICY

ACADEMIC YEAR 2025-26

Cultivating better individuals for a better society

Rationale

The Apple International School believes in educating the whole of the child. We envision developing a healthy school culture where pupils respect others and treat them with compassion and tolerance. Educating the young to live in a society as educated and cultured individuals. Thus, we keep the development of positive behavior and attitudes as an important priority for us.

The Positive Behavior Policy is based on the principle of encouraging positive behavior and promoting mindfulness among our pupils. It is also inspired by the Ministry of Education student code of conduct, which aims at achieving the Emirati school principles of enhancing students' good manners and positive conduct. We want our students to nourish and nurture the core values of our school which are:

- Resilience
- Excellence
- Empathy
- Independence
- Global mindedness

We intend to help our children grow not only as successful individuals but also as compassionate human beings who employ the benefit mindset as a way of living. For this, we consider our parent community as equal partners in achieving this goal.

Aim

We aim to create and provide to our students an environment in which he/she can:

1. Contribute positively to the school and the larger community.
2. Commit to the heritage and culture of the UAE.
3. Regulate their emotions and behavior in a socially appropriate way.
4. Feel emotionally safe and reassured leading to an inclination to be regular and actively engaged in school activities.
5. Benefit from a conducive environment for promoting independent learning skills, enterprise, and innovative skills.

School Expectations

The Apple International school sets high expectations from its students with respect to their behavior in school. These expectations are summarized in the below section.

Attitude towards learning:

- The students should be regular and punctual in coming to school.
- The students should have all the learning resources and materials with them, as required by the school.
- Students should be properly dressed in the prescribed school uniform.
- Students should actively engage in various learning activities provided by the school.
- School should take ownership of their learning and collaborate with others in an effective way.

Attitude towards school policies:

- Students should adhere to all the classroom agreements and rules.
- Students should not miss any classes without permission.
- Students can only use their tablets on the allocated days during the activities as advised by the teachers (the cyber safety policy and notices can be referred to for further details on this aspect).
- Students cannot bring cell phones to school.
- Students should respect the property of the school and should take great care of it.
- Students should refrain from any substances prohibited by law and/or that may cause harm to anyone.

Attitude towards community

- Students should respect themselves and others as a unique individual of a diversified community.
- Students should respect the cultures, values and individual differences of others around them.
- Students should be able to resolve conflicts in a peaceful and constructive way.
- Students should refrain from any behaviors that may lead to emotional/physical/social bullying.

Promotion of Good Behavior

In order to support the promotion of positive behavior, the school uses the following approaches.

Table 1.1

S. No	Expected Behavior	Reward	Person Responsible
1.	Regularity and Punctuality for school	Throughout the term – Full attendance for the term certificate given in the assembly	Class teacher Section Head
		Throughout the year – Full attendance for the year certificate to the parent in the parent-teacher meeting.	Class teacher Section Head
2.	Compliance with school policies and class agreements	Personal acknowledgment after any prominent occurrences.	Teachers
		Achievement certificates given out to students for various traits.	Class teacher Section Head
3.	Exemplary behavior of honesty, compassion, empathy, and courage.	Awarding the 'good conduct' certificate in the assembly.	Class teacher Section head
		Leadership opportunities like student council, prefectorial or class representative board.	Class teacher Section head
4.	Overall good conduct and regularity throughout a term.	Time coupon for 20 minutes for engaging in an enrichment activity of their choice after a discussion with the section heads.	Section Head

- The code of conduct to be followed in the school bus has been specified in the School Bus Behavior Code which is mentioned on the school website.

Approach towards regulating behaviors

We believe that good behavior is about making the right choices. At the same time, it is equally important for students to take ownership of all actions. Hence, the policy outlines a framework that states the behavior that is considered undesirable, unacceptable, and/or unhealthy for the school's learning environment. The behavior violations are classified into five levels as mentioned hereunder (Table 2.1-2.5), and such on the basis of its degree, seriousness and impact to the student, educational environment and the community in general.

Table 2.1

NATURE OF UNACCEPTABLE BEHAVIOUR (Level 1-Low level Misbehavior (Minor Offences))	Repetitiveness	Action	Responsible person	Parental support
1.1. Coming late to school assembly or not participating therein.	Upon committing	Reminder, Verbal warning	Class teacher/staff	• Discuss the issue with your child. • Discuss/meet staff and agree action, Ensure homework is completed. • Ensure your child is in the correct uniform. Ensure your child has the correct equipment. • Ensure your child's planner is kept up to date. • Ensure your child is in school on time • Ensure your child follows the 'Student Code of Conduct'
1.2. Coming late to class without acceptable justification.	When repeated	Verbal warning and clear directions or removal from the activity.	Class Teacher, Head of Section, School Counsellor	
1.3. Being absent without acceptable justification.				
1.4. Lack of attention in class/no effort in class.	When repeated for the second time	Email to parents. Meeting with the parents and discussing the offence and preventive measures that can be taken. Reflection time with school counsellor.	Class teacher, Head of Section, School Counsellor	
1.5. Not working to targets or potential				
1.6. Mild disruptive behaviour in public spaces, persistent defiance.				
1.7. Failure to complete homework.	When repeated for the third time	Parents will sign an undertaking child will not repeat the offence and staff provide strategies. Loss of privileges.	Class teacher, Head of Section, School Counsellor	
1.8. Failure to wear the required school uniform or appropriate sports attire.				
1.9. Bring mobile phones or electronic devices (such as flash drives, laptops, etc.) onto school premises.	When repeated more than 3 times	Meeting with the parents to discuss the offence and to create an action plan. The school counsellor opens a file for case study and implement a set of strategies to bring into effect positive behaviour.	School counsellor (Progress updated with Head of Section and Class teacher)	
1.10. Eating and drinking in class without permission.				
1.11. Failure to maintain the planner and/or books in an organized and presentable manner.				
1.12. Any actions similar to these violations.				

Table 2.2

NATURE OF UNACCEPTABLE BEHAVIOUR (Level 2-Medium Level Misbehavior (Moderate Offences))	Repetitiveness	Action	Responsible person	Parental support
2.1. (Repeated Level 1 behaviors). 2.2. Writing on the school walls and furniture. 2.3. Absconding from the school during the school day.	Upon committing	Informing the parents to discuss the offence and preventive measures that can be taken. Verbal warning by the Head of Section.	Class Teacher, Head of Section, School Counsellor	• Discuss your child's behavior in school with them. • Discuss with staff and agree action. • Discuss action and expectations with your child. • Discuss with child and ensure your child adheres to 'Student Code of Conduct' rules. • Meeting with staff; Support for restorative plan. Ensure the child adheres to plan and SCC rules.
2.4. Quarrelling with, and threatening school mates verbally or physically. 2.5. Non-compliance with the advisory and disciplinary regulations applied in the school. 2.6. Talking inappropriately to the school mates or the school staff.	When repeated	Meeting with the parents and discussing the offence and preventive measures that can be taken. Undertaking by the parent and student not to repeat the offences. Reflection time with counsellor.	Class Teacher, Head of Section, School Counsellor	
2.7. Non-compliance with the instructions or directions regulating the schoolwork. 2.8. Non-compliance with the instructions for using the computers or technical aids in the school.	When repeated for the second time	Meeting with the parents discussing the offence and preventive measures that can be taken. Detention or school suspension. Loss of privileges (not allowed to participate in extra curriculum activity). Issuing a warning letter.	Class Teacher, Head of Section, School Counsellor, Principal/VP	
2.9. Counterfeiting the guardian's signature in the school correspondence upon submission to the school 2.10. Any actions similar to these violations.				

Table 2.3

<i>NATURE OF UNACCEPTABLE BEHAVIOUR Level 3-High Level Misbehavior (Serious Offences)</i>	<i>Repetitiveness</i>	<i>Action</i>	<i>Responsible person</i>	<i>Parental support</i>
3.1. Repeated Level 1 or 2 behavior). 3.2. Engaging in what would violate the morals and general system in the school. 3.3. Possessing unnecessary sharp items or hazardous material in the school. 3.4. Damaging or destroying school equipment or devices. 3.5. Damaging or destroying the belongings of school mates or school staff. 3.6. Damaging of or tampering with school buses. 3.7. Flagrant violations of the community traditions and values in clothing, appearance and behaviour.	Upon committing	Child is sent to the Principal/VP. Urgent meetings with parents to develop a restorative plan followed by sessions with counsellors. Written warning signed by all parties / one day suspension (In school or out of school). In the case of serious damage to property, parents are invoiced for the cost of the repair or replacement and students may carry out community service.	Principal/VP, Senior Leadership Team, Head of Section, Head of Inclusion & Wellbeing, School Counsellor	• Meet with staff; agree action. • Support for restorative plan. • Ensure the child adheres to plan and SCC rules. • To discuss action and expectations with your child. • To agree and action plan with the attendance service.
3.8. Seizing the schools, the school staff or school mates' belongings. 3.9. On campus smoking/vaping. 3.10. Possession of electronic or physical media materials that is unlicensed or non-complaint with the general system. 3.11. Presenting, promoting or distributing electronic or physical media materials that are unlicensed or non-compliant with the school regulations. 3.12. Any action similar to these violations.	When repeated	Loss of privileges (not allowed to participate in extra curriculum activity). Detention or school suspension. Principal to inform the Board of Governors/local legal authorities. Restitution (paying for damages). Letter in KHDA File In line with the statutory body that governs schools (KHDA).	School Counsellor, BOD, Principal/VP, Senior Leadership Team, Head of Section, Head of Inclusion & Wellbeing	

Table 2.4

<i>NATURE OF UNACCEPTABLE BEHAVIOUR Level 4 (Extreme Level Misbehavior)</i>	<i>Repetitiveness</i>	<i>Action</i>	<i>Responsible person</i>
4.1. Repeated Level 2 or 3 behaviors. 4.2. All kinds of threats to the school staff. 4.3. Engaging in actions contradictory to the morals including sexual harassment. 4.4. Any actions similar to these violations.	Upon committing	Meeting with parents to discuss the offence. Suspension Fixed period suspension (3 days). May impact promotion/re-registration. Communicate with KHDA for further actions including suspension from schools and enrolment in rehabilitation centers etc.	Principal/VP, Senior Leadership Team, Head of Inclusion & Wellbeing, School Counsellor, BOD, KHDA

Table 2.5

<i>NATURE OF UNACCEPTABLE BEHAVIOUR Level 5 (Illegal Level Misbehavior)</i>	<i>Repetitiveness</i>	<i>Action</i>	<i>Responsible person</i>
5.1. Repeated Level 4 behavior. 5.2. Defamation of political, religious, or social symbols. 5.3. Promoting anything against ethical values, manners and general system. 5.4. Possessing, bringing, promoting or using drugs, anesthetic drugs or psychotropic drugs. 5.5. Presence in the school under the effect of drugs, narcotic or psychotropic drugs. 5.6. Assaulting the school mates or the school staff.	Upon committing	Meeting with parents to discuss the offence. Suspension Fixed period suspension (3 days). May impact promotion/re-registration. Communicate with KHDA for further actions including suspension from schools and enrolment in rehabilitation centers etc.	Principal/VP, Senior Leadership Team, Head of Inclusion & Wellbeing, School Counsellor, BOD, KHDA

5.7. Counterfeiting the official documents of the school.			
5.8. Defaming religions or provoking what would cause sectarian or religious conflicts in the school.			
5.9. Engaging in severe actions that contradict moral values, such as sexual assault or engaging in sexual activity.			
5.10. Committing acts of public indecency in the school.			
5.11. Possessing or using firearms, non-lethal weapons or similar items on school premises.			
5.12. Any action similar to these violations.			

Behaviour Management Committee

The Behaviour Management Committee (BMC) is established to promote a positive, safe, and inclusive learning environment. The committee will review behavioural incidents, recommend interventions, and ensure consistent application of the school's behaviour policy.

Objectives

- To monitor and address recurring behavioural concerns.
- To provide guidance and support to staff in managing student behaviour.
- To ensure fair, consistent, and transparent disciplinary procedures.
- To recommend strategies for prevention, intervention, and rehabilitation.
- To review and update behaviour management policies regularly.

Membership

- Principal
- Vice Principal

- Pastoral Care Officer
- Heads of School
- Section Heads
- School Counsellors
- Teacher Representatives
- Physical Education Teacher

Roles and Responsibilities

- Review reported incidents and determine appropriate action.
- Support teachers in implementing classroom behaviour strategies.
- Liaise with parents/guardians regarding serious or repeated incidents.
- Recommend referrals for counselling, inclusion support, or external agencies if required.
- Maintain confidentiality and fairness in all proceedings.

Meetings

- The committee will meet at least once every month and as per need.
- Emergency meetings will be convened for urgent or serious incidents.
- Minutes of meetings will be recorded and maintained.

Reporting

The committee will report to the Principal on key cases, patterns, and policy updates. A summary of actions and recommendations will be documented for accountability.

Review

This policy will be reviewed annually to ensure ongoing alignment with UAE MoE directives, evolving digital trends and as per the need.

Dr. Jinto Sebastain

Executive Principal

The Apple International School, Dubai

Reviewed Annually

Last date of Review: August 2025