

Ministerial Resolution No.851 of Year 2018 on Code of Behavior Management for Students in the General Education Institutions

First degree (simple offense)

Description of misbehavior	marks	Repetitiveness	Deducted Mark	Action
Being repeatedly late to the morning parade or failing to participate therein without an acceptable excuse.	4	Upon committing	None	1 - Verbal warning and directions. 2 - Documenting the offense and the action taken, in accordance with <u>Form No.6.</u>
Failing to attend the classes on time repeatedly without an acceptable excuse.	4			
Non-compliance with the school uniform or the school sports uniform without an acceptable excuse.	4			
Overgrown hair for boys or bizarre haircuts for boys and girls.	4	When repeated for the first time	None	1 -Written warning and documenting the offense. 2- Informing the guardian in writing, as per the <u>Form No.7.</u>
Not brining the books and school kits without an acceptable excuse.	4			
Non-compliance with the positive behavior rules inside and outside the classroom, such as: keeping calm and disciplined during the class time and making inappropriate sounds inside or outside the classroom	4	When repeated for the second time	Deducted Mark 2	1 - as per the <u>Form No.8</u> 2 - Referring the student to the academic advisor/social worker. 3 - Signing an undertaking not to repeat the offense again by the student's guardian and informing them of the marks deducted, as per the <u>Forms No.9, 10 & 20.</u>
Sleeping during the class time or formal school activities with no justification (after making sure of the student's health status).	4			
Eating during the class times or during the morning parade without a justification or permission (after making sure of the student's health status).	4	When repeated for the third time	Deducted Mark 4	1 - Summoning the guardian on the day next to the offense date. 2 - Issuing a written warning for the student and his / her guardian in case no response is made, as per the <u>Form No.9</u>
Non -compliance with presenting homework and assignments given to him / her in a timely manner.	4			
Misuse of the electronic devices such as the tablets etc., during the class, including playing games and using headphones inside the classroom.	4	When repeated for more than 3 times To be calculated in accordance with the Committee's discretion	To be calculated in accordance with the Committee's discretion.	1 -Behavior Management Committee shall meet on the day next to the offense date. 2 - The academic advisor/social worker shall open a file for studying an individual case, as per the <u>Form No.11.</u> 3 - Implementing a set of strategies aiming at reducing this negative behavior.
All of what is similar to these offenses as per the discretion of the Behavior Management Committee.	4			

*** If the total of 10 marks is deducted against the first-degree offenses; then a file shall be opened to study and follow up the student's case in accordance with the recommendations of the Behavior Management Committee.

Second degree offenses (medium severity offenses)

Description of misbehavior	marks	Repetitiveness	Deducted Mark	Action
Not attending the school without an acceptable excuse at any time, including before and after the holidays and ends of weeks and before exams.	8	Upon committing	4	1 - Issuing the first written warning and instructing the student to sign on an undertaking not to repeat the offense, as per the <u>Form No.9.</u> 2 - Completing the file of the individual case study by the academic advisor/social worker. 3 - Summoning the student's guardian on the day next to the offense date and asking them to sign on an agreement for reforming his son's / daughter's behavior. 4 - Monitoring the student's behavior and providing guidance sessions for him / her.
Getting in or out of the classroom during the class time without permission.	8			
Not attending the school activities and events without an acceptable excuse.	8			
Inciting quarrel, threatening or intimidating peers in the school.	8	When repeated for the first time	8	1 - Having the student temporarily suspended for a maximum of two days and assigning him / her with study assignments inside the school, as per the <u>Form No.12.</u> 2 - Bringing the matter before the Behavior Management Committee of the school. 3 - Issuing the second written warning to the student and his / her guardian. 4 - Implementing a set of strategies for reforming the student's behavior.
Acting in a manner contradicting with the public morals or the public order at the school and with the values and traditions of the society, such as imitating the opposite sex in terms of clothes, appearance, haircuts and use of makeup.	8			
Writing on the school furniture or school bus seats. Tampering with the alarm bell or the lift.	8			
Bringing mobile phones or misuse any means of communication.	8	When repeated for the second time	8	1 - Behavior Management Committee shall meet immediately and shall take the proper decision. 2 - Suspending the student for 1 to 3 days and assigning him / her with a study assignment inside the school. 3 - Requesting the support of an agency concerned with behavior for studying the case file, as per the <u>Form No.13.</u> 4 - Issuing the final warning for the student and his / her guardian. 5. Transferring the student to another school as a disciplinary action; if he / she does not reform his / her behavior, and putting him / her under continuous observation, as per the <u>Form No.14.</u>
Verbally abusing or insulting students, staff, or visitors of the school.	8			
Smoking or possessing the relevant kits inside the school campus.	8			
Refusing to respond to the instruction of inspection or to hand over the banned materials.	8			
All of what is similar to these offenses as per the discretion of the Behavior Management Committee	8			

*** If the total of 20 marks is deducted against the second-degree offenses; then a file shall be opened to study and follow up the student's case in accordance with the recommendations of the Behavior Management Committee.

Third degree offenses (grievous offenses)

Description of misbehavior	marks	Repetitiveness	Deducted Mark	Action
Various types and forms of bullying.	12	Once committed	12	1 - Suspending the student immediately (inside the school campus). 2 - Behavior Management Committee shall meet on an immediate basis to take the proper decisions. 3 - Deciding to refer the student to the concerned agencies (such as: behavior reform agencies), for the first time, for a period not more than 3 weeks, as per the <u>Form No.15</u> . 4 - Summoning the student's guardian immediately and asking them to sign on the warning and the decision. 5 - Following up and receiving the reports of the student's case development by the concerned agency (such as: behavior reform agencies).
Copying or reproducing the assignments, reports, researches or projects and taking credit for them, as per the <u>Form No.23</u> .	12			
Getting out of the school without permission or absconding during the school day.	12			
Attempting to defame peers and the school staff via the social media or abusing them.	12			
Impersonating others' personality in the school, during transactions, or forging the school documents.	12			
Destroying or seizing the school furniture, tools, and vandalism	12	When repeated	12	1 - Suspending the student immediately until the investigations end (outside the school campus). 2 - Behavior Management Committee shall meet on an immediate basis to make the proper decisions, in respect of the student suspension until the end of the semester and transferring him / her to behavior reform agencies, as per the <u>Form No.16</u> . 3 - Summoning the student's guardian immediately and presenting the Committee's decision to them. 4 - Referring the student to the concerned agencies (such as the behavior reform agencies) for the second and last time. 5 - If the student fails to reform his / her behavior; then he / she shall be transferred to another school as a disciplinary action under a decision by the assistant undersecretary for school operations for the public schools, or by the assistant undersecretary for Control for the private schools.
Tampering with or destroying the school buses. Causing harm to the driver, supervisor, or the other road users	12			
Assaulting others in the school, without causing any injuries to the victim (corporal abuse).	12			
Driving a private car recklessly inside or around the school campus, and not following the security and safety instructions.	12			
Capturing, possessing, publishing or disseminating photos of the school staff and / or students without their permission.	12			
All of what is similar to these offenses, as per the discretion of the Behavior Management Committee.	12			

Fourth degree offenses (highly grievous offenses) Failure in the subject

Description of misbehavior	Marks	Repetitiveness	Deducted Mark	Action
Using the communication means or social media for unlawful or immoral purposes, or in a manner discrediting the educational institution and its staff or others.	20	Upon committing	Failing in the behavior subject or final or expelling the student	1 - The school Principal, his / her deputy, or the behavior officer shall notify the Legal Affairs Department of the Ministry and the concerned agencies, once the offense is committed. 2 - Notifying the student's guardian of the matter and suspending the student on an immediate basis until the investigations end for a period not later than 2 business days. Suspension period may be extended until the end of the legal investigation under a decision by the undersecretary of academic affairs for the public (general) education. 3 - The Behavior Management Committee shall meet on an immediate basis to refer the matter, through the submission of an explanatory memorandum together with the evidence on the offense committed, to the undersecretary of academic affairs for the general education or the person he nominates, who shall make a decision to refer that case to the concerned agency in coordination with the Legal Affairs Department. 4 - Seizing the tools used in committing the offense once it occurred, in order to hand them over to the security authorities.
Possessing or using arms or blade weapons, or their equivalent inside the school.	20			
Committing sexual assault inside the school, the bus or during activities.	20			
Assaulting others in the school causing injuries to the victim (corporal abuse).	20			
Systematic (pre-planned) or covering up theft	20			
Bringing, possessing, presenting, or promoting information or electronic materials that are unauthorized and inconsistent with the values, morals, public order, and public decency.	20			
Sexual harassment inside the school, the bus, or during activities	20			
Leaking questions of the exams or engaging therein, in any way	20			
Setting the school campus on fire.	20			
Abusing political, religious, or social figures in UAE.	20			
Possessing, bringing, promoting, or using narcotics, medical drugs, or the psychotropic substances inside the school or the school bus, or being under the influence of narcotics, non-prescribed medical drugs or the psychotropic substances.	20			
Disseminating or promoting ideas or beliefs on extremism, blasphemy or atheism, or the ones harming the political and social regulations of the society	20			
Disdaining the divinely revealed religions or stirring sectarian strife in the school.	20			
All of what is similar to these offenses, which are considered as legally punishable offences, as per the discretion of the Behavior Management Committee.	20			