



المدرسة الهندية النموذجية الجديدة

NEW INDIAN MODEL SCHOOL

Student Behaviour Management

Regarding E Learning 2020

Introduction:

The Ministry of Education has launched the Distance Learning Initiative to address changing and emerging conditions in order to fulfil the requirements of the Emirati School, as distance learning is a method of self-learning, that leads to strengthening the system of open and continuing education.

The reasons for implementing the distance education system are:

1. Enabling all students to learn
2. Overcoming the time barrier
3. Overcoming geographical impediments
4. Utilising qualified educational capacities
5. Employing modern technology in the educational process
6. Reducing student pressure on educational institutions in times of crisis, so as not to affect students' learning negatively.

In terms of this initiative being innovative and supportive of the United Arab Emirates' pioneering role in educational initiatives and to achieve commitment and disciplinary behaviour for students and for the stability of the programme, guidelines and instructions have been extracted and developed from the Student Behaviour Management Policy in line with this initiative, which will help in its success and achieve continuity for the academic year and the educational process.

The behavioural offences are mentioned according to their degree, as mentioned in the Student Behaviour Management Policy of 2018, and are coupled with behavioural offences specific to distance learning, in order to achieve the ease and flexibility of access to the detailed procedures mentioned in the Student Behaviour Management Policy of 2018.

Objectives:

1. To promote positive behaviour and take self and public responsibility among students within the school community.

2. To create an appropriate educational environment for the success and enhancement of the Distance Learning Initiative based on the integration and continuity of education in facing crises and natural disasters.

3. To apply the principle and culture of reinforcement, encouragement and permanent care to the educational community to reduce behavioural offences outside the walls of the school (Distance Learning) with the best possible educational means.

4. To provide a controlled reference that defines the rules, standards, and procedures to be invoked to deal with students' behaviour in a way that ensures compliance with school values and systems through changing and emerging conditions.

Scope of Application of Behaviour Management Guidelines:

All the articles mentioned are applicable to all public education institutions (first and second cycles and secondary education) which are subject to the Distance Learning Initiative on the national level.

Offences and Behaviours in the Virtual School (Distance Education):

1st Degree Offences (Simple)	Minor Behavioural Offences (Distance Learning)
1.2 Repeated tardiness without an acceptable excuse.	<ul style="list-style-type: none"> • A delay of (10) minutes or more from the beginning of a distance learning class when broadcasting live without an acceptable excuse.
1.3 Non-compliance with the school uniform policy without an acceptable excuse.	<ul style="list-style-type: none"> • Wearing clothes that violate public decency and morals while attending the period when broadcasting the distance learning period live.
1.6 Failure to follow the rules of positive behaviour inside and outside the class, such as remaining calm and maintaining discipline during the period, and making inappropriate sounds inside and outside the class.	<ul style="list-style-type: none"> • Private conversations or discourse that are not related to study and hinder the course of the lesson during the live broadcasting of the distance learning period. • Ridiculing the teacher or a colleague during the distance learning period.
1.8 Eating during periods.	<ul style="list-style-type: none"> • Eating while attending a distance learning period.

<p>1.10 Misuse of electronic devices such as a tablet and others during the period, including electronic games and headphones in class.</p>	<ul style="list-style-type: none"> • Adding any unauthorized program, including programs that are shared and free programs. • Using the microphone feature, camera or chat without prior permission from the teacher. • Playing games (except with the express permission of the teacher because it is an educational necessity linked to the lesson.) • Misusing rights and tools available through Microsoft Teams
<p style="text-align: center;">2nd Degree Offences (Medium Severity)</p>	<p style="text-align: center;">Medium Severity Behavioural Offences (Distance Learning)</p>
<p>2.1 Absence from school without an acceptable excuse at any time.</p>	<ul style="list-style-type: none"> • Absence from a single school day (via distance learning) without an acceptable excuse.
<p>2.4 Incitement to fight, threaten or intimidate classmates.</p>	<ul style="list-style-type: none"> • Inciting students not to attend periods, threatening or intimidating them, and not attending periods in distance learning platforms. • Creating quarrels between students, whether visual or written, by broadcasting via synchronous and asynchronous distance learning platforms. • Not responding to the rules governing the course of lessons.
<p>2.7 Misusing any means of communication.</p>	<ul style="list-style-type: none"> • Misusing ministerial computers during or after the completion of distance education periods. • Engaging in audio and video communication with the rest of the students for non-educational purposes after the end of the official period time, be it on or off school premises. • Using e-mail or social media to reveal information of a personal nature.

	<ul style="list-style-type: none"> • Removing the teacher or students from the group that leads to blocking the course of the lesson, teacher's work and other students' rights.
2.8 Verbal abuse or insulting students, staff or school guests	<ul style="list-style-type: none"> • Using profanity, racial slurs, or other language (text, sound, or hint) that may be offensive to any other user. • Abusing or insulting official visitors during periods during the live broadcast.
2.9 Smoking on campus and/or possession of smoking paraphernalia.	<ul style="list-style-type: none"> • Smoking while attending the distance learning period or possessing any smoking paraphernalia while attending the period.
3rd Degree Offences (Serious)	Serious Behavioural Offences (Distance Learning)
3.1 Bullying of various kinds and forms.	<ul style="list-style-type: none"> • Using the initiative's communication and information technology to insult, curse, threaten with violence, slander, or blackmail in a deliberate and repeated manner via any digital platform.
3.4 Attempting to defame or abuse schoolmates and/or personnel on social media.	<ul style="list-style-type: none"> • Participating in unofficial mailing lists and bulletins within the distance education initiative and posting information about teachers and students without permission. • Posting about the initiative through social media. • Divulging other students' personal information, including home addresses and phone numbers.
3.5 Impersonating others in school transactions or forging school documents.	<ul style="list-style-type: none"> • Searching for information, obtaining specific copies, or modifying files and other data, or passwords belonging to other users on the network. • Entering and using the account of another teacher or student with or without his/her knowledge and/or consent

<p>3.6 Destroying or damaging school furniture, tools and facilities.</p>	<ul style="list-style-type: none"> • Destroying, modifying, or misusing devices or software in any way. • Tampering, removing, requesting the removal of, or intentionally causing damage to any device, software or hardware. • Installing or downloading software or products that might harm the device or the network.
<p>3.10 Photocopying, possessing, publishing and circulating images of school personnel and students without their permission.</p>	<ul style="list-style-type: none"> • Using any camera (available as part of or as an add-on to certain devices) for personal use, and/or sharing photos or any information about any of the students' parents, employees, or any other person without their explicit consent. • Using educational content to photograph and recording conversations between students, and posting them without prior permission.
<p style="text-align: center;">4th Degree Offences (Very Serious)</p>	<p style="text-align: center;">Very Serious Behavioural Offences (Distance Learning)</p>
<p>4.1 Using any means of communication or social media for illegal or immoral purposes, or to harm an educational institution, its employees, or others.</p>	<ul style="list-style-type: none"> • Creating or opening hyperlinks or any associated files unless they are sent from a trusted source. • Using montage software that can produce unreal and fake content and circulating it on social media. • Using the network to develop programs that harass users or to penetrate or destroy other people's accounts and devices. <ul style="list-style-type: none"> • Establishing networks or network connections to make live communications including audio or video (relay chat) without prior formal permission. • Publishing, creating, exchanging or promoting malicious or suspicious software. <ul style="list-style-type: none"> • Inundating e-mail accounts or applications used for distance education with high

	electronic data flow, stopping it them working, disabling them or destroying their contents. <ul style="list-style-type: none">• Intentionally capturing or intercepting any communication without authorisation through the information network used for distance education.
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Roles and responsibilities of stakeholders:

Parents:

- ♣ Full responsibility for the user agreement concerning the usage policy and rules in terms of:
 - Possessing a computer
 - Running officially accredited programs for distance learning
 - Refraining from filming or disclosing the live broadcast
 - Being present for guidance during the broadcasting period
- ♣ Secure environment readiness for students in their homes through the following:
 - Providing an adequate place and providing the Internet
 - Maintaining the student's overall good appearance during lessons
- ♣ Support and encourage students to practice distance education by ensuring that they attend and complete all educational activities.
- ♣ Commit to repair any damage or replace any equipment which has been lost or damaged beyond repair by their child. Value will be determined based on supporting evidence and documents, as well as the committee's decision.
- ♣ Comply with the school's decision regarding any offences committed by their child. In the event that the parent/guardian refuses to comply with the school's decisions or take responsibility for their child's offence, the matter will be submitted to the competent authorities through legal action.
- ♣ Follow any instructions or guidelines for the Distance Learning Initiative issued by the Ministry of Education.

Student:

- ♣ Comply with official times and dates in accordance with the regulations and laws issued by the Distance Learning Initiative.
- ♣ Keep the device completely safe after receiving it. The device is considered the responsibility of the student, who shall bear its cost in full in case of loss, theft, damage or any other reason.

- ♣ Use the computer provided by the Ministry in formal activities and tutorials that are compatible with the Distance Learning Initiative's laws and regulations.
- ♣ Adhere to all rules. Any violations will result in procedures ranging from withdrawing the user's right to log-in or monitoring the use of the service, or terminating his/her use of the service, or both, with retroactive effect.
- ♣ Follow any instructions or guidelines for the Distance Learning Initiative issued by the Ministry of Education.

Everything that is not mentioned in this policy applies to the provisions of the Student Behavior Management Policy 2018 in a manner that does not conflict with the provisions of the Student Behavior Management in Distance Learning.