

School Policies



HOUT BAY
INTERNATIONAL SCHOOL
SOUTH AFRICA

Student

Policy no:

Date: November 2009
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Primary School Code of Conduct

The Code of Conduct documents works hand in hand with the Discipline Policy.

As an IB PYP World School, we strive to model the characteristics and qualities of the IB Learner Profile. This document states the general expectation of conduct of the community.

Aims

The aims of the Code of Conduct are:

- To allow for the smooth and harmonious running of the school.
- To promote the safety and happiness of all children and staff in the school.
- To facilitate the development and education of all the children.
- To promote good behaviour and self-discipline among the children.
- To promote equality and fairness among all.
- To enhance the learning environment of the school by promoting a sense of mutual respect among all members of the school community.
- To increase the co-operation between home and school.
- To ensure consistency in the application of rules and sanctions.
- To outline the structure of fair and agreed sanctions which will be available to teachers in response to negative behaviour.

The IB learner profile

The aim of all IB programmes is to develop internationally minded people who, recognizing their common humanity and shared guardianship of the planet, help to create a better and more peaceful world.

IB learners strive to be:

Inquirers They develop their natural curiosity. They acquire the skills necessary to conduct inquiry and research and show independence in learning. They actively enjoy learning and this love of learning will be sustained throughout their lives.

Knowledgeable They explore concepts, ideas and issues that have local and global significance. In so doing, they acquire in-depth knowledge and develop understanding across a broad and balanced range of disciplines.

Thinkers They exercise initiative in applying thinking skills critically and creatively to recognize and approach complex problems, and make reasoned, ethical decisions.

Communicators They understand and express ideas and information confidently and creatively in more than one language and in a variety of modes of communication. They work effectively and willingly in collaboration with others.

Principled They act with integrity and honesty, with a strong sense of fairness, justice and respect for the dignity of the individual, groups and communities. They take responsibility for their own actions and the consequences that accompany them.

Open-minded They understand and appreciate their own cultures and personal histories, and are open to the perspectives, values and traditions of other individuals and communities. They are accustomed to seeking and evaluating a range of points of view, and are willing to grow from the experience.

Caring They show empathy, compassion and respect towards the needs and feelings of others. They have a personal commitment to service, and act to make a positive difference to the lives of others and to the environment.

Risk-takers They approach unfamiliar situations and uncertainty with courage and forethought, and have the independence of spirit to explore new roles, ideas and strategies. They are brave and articulate in defending their beliefs.

Balanced They understand the importance of intellectual, physical and emotional balance to achieve personal well-being for themselves and others.

Reflective They give thoughtful consideration to their own learning and experience. They are able to assess and understand their strengths and limitations in order to support their learning and personal development.

The International School of Hout Bay is committed to embracing the IB learner profile in all aspects throughout the whole school.

Code of Conduct

Rather than list all the possible behaviours that might be unacceptable here are instead clear definitions of the differing roles and expectations of the people involved in the everyday life of the school. See the Discipline Policy for further detail on sanctions and procedures.

Expectations of Learners

The school expects that you will:

- Attend school regularly and not miss days without good reason. The class teacher should receive a written or telephonic communication explaining the absence.
- Arrive on time.
- Not leave during the day without permission and due cause.
- Respect all school property.
- Wear the correct school uniform.
- Show respect for yourself and others.
- Avoid swearing, fighting or name calling.
- Follow instructions and do as requested.
- Participate in school activities.
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Your teacher expects that you will:

- Show him/her courtesy and respect.
- Accept his/her authority and responsibility and his/her right to teach and impose sanctions on those who make inappropriate behaviour choices.
- Come to school on time and have all the necessary materials.
- Do your homework carefully and completely.
- Listen when others are talking.
- To be focused and on task.
- Participate in all class activities.
- Follow the essential agreements drawn up by your class.

Your fellow learners expect that you will:

- Not bully them.
- Show acceptance and respect their differing personalities.
- Never insult or belittle them because of differences.
- Respect their property.
- Listen to them and acknowledge them.
- Share equipment and resources with them.
- Allow them to be part of the group.
- Speak to them with courtesy and respect.

Expectations of school:

Learners expect that school will be:

- Safe.
- Happy.
- A good place to learn.
- Encouraging and supportive.
- Affirming of children of all abilities.
- Able to deal with inappropriate behaviour towards peers. (refer to Bullying Policy)

Parents expect that there will be:

- A safe and happy environment for their child.
- Recognition and provision for the individual differences of pupils.
- Fairness and consistency in the way in which children are treated.
- An atmosphere of support and inclusion rather than criticism.
- Contact at an early stage to inform them of any problems.
- A willingness to listen to their viewpoint.
- Suggestions and support about problems in school.

Teachers expect that there will be:

- Mutual support and encouragement.
- Co-operation to achieve the schools aims and objectives.
- A fair and consistent support and implementation of the school discipline policy.
- A consistent approach in dealing with the diversity of learner's needs.
- An atmosphere that encourages professional development.

Expectations of Parents:

The school expects that you will:

- Be familiar with the various policies and codes of the school and the expectation of Learners.
- Show support for teachers in their implementation of the school's behaviour policy.
- Support your child in his school work.
- Ensure the punctuality and regular attendance of your child.
- Ensure he/she has the necessary learning materials.
- Ensure your child has a positive attitude to and abides by the school and class essential agreements.
- Never undermine the authority of the school or teacher.
- Promote respect for teachers and other school personnel.
- Give a contact number where you can be reached in an emergency.
- Be available to discuss matters that arise.
- Be supportive in promoting the IB Learner Profile and Attitudes.

Your child expects that you will:

- Look after his/her basic needs.
- Be interested in, support, praise and encourage his/her work in school.
- Show fairness.

Other parents expect that you will:

- Support the school in implementing its code of behaviour.
- Exert firm discipline in cases where your child's behaviour is having a negative impact on the behaviour of others.
- Follow the appropriate channels to resolve conflicts between your and other children.

This document is reviewed annually by the staff and management team of the International School of Hout Bay.

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