

BEHAVIOUR POLICY FOR IBDP

A behaviour policy embodies a road map for expected behaviour, sets clear boundaries, ensures fairness and helps to maintain order and discipline, contributing to the overall cohesion, supports learning and provides a safe learning environment.

Positive Expectations, Rights and Responsibilities

Student behaviour should reflect key principles of the IB Learner Profile in order to provide each student with the opportunity to fully develop his or her character and academic potential.

The Student Behaviour Policy is centered on the rights and responsibilities that underpin the values of our community.

| Rights | Responsibilities |
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| I have the right to be treated with dignity and respect. | I have the responsibility to be a caring and compassionate, globally conscious citizen. |
| I have the right to learn in a positive learning environment. | I have the responsibility to participate in and contribute to a positive learning environment. |
| I have the right to a safe environment (both physical and psychological). | I have the responsibility to contribute to a safe environment (both physical and psychological). |
| I have the right to make progress in a broad and balanced, international curriculum. | I have the responsibility to be punctual and 'Ready to Learn'. |

We at GPS Brookes Kochi expect students to take ownership of their behaviour by following the given guidelines:

Uniform Guidelines:

- All students must adhere to the complete uniform policy at all times.
- Uniforms should be well ironed, and free of wrinkles.
- Shirts should be neatly tucked in with the sleeve cuffs buttoned.
- It is mandatory for all students to wear appropriate undergarments beneath their uniforms.
- The approved skirt length is knee-length, accompanied by short tights underneath.
- Footwear should consist of black canvas or leather shoes, complemented with navy blue socks.

- Trousers should be worn with a simple, buckled black belt.

Personal Grooming Guidelines:

- Hair: The hair should be kept clean, neat and well-groomed. Long hair should be tied back or held in place with a black hairband. Styled hairdos or colours are not allowed.
- Facial Hair: Facial hair is not permitted and students need to be clean shaven at all times.
- Hygiene: Students must practise good personal hygiene by showering regularly and using deodorant as and when needed. They must ensure that nails are trimmed. Nail enamel must not be used.
- Accessories & Make up: The use of makeup, tattoos or piercings, smartwatches and excessive or distracting accessories is not permitted. Simple jewelry is permitted. Any visible tattoo may need to be covered or removed.

Respectful Conduct Guidelines:

- Respect: Students are required to demonstrate respect towards themselves, their peers, members of staff, and the broader school community. This entails being polite, considerate, and mindful of personal boundaries, ensuring that one's hands are kept to oneself.
- Appreciation of diversity: Students are expected to value and embrace the diversity of cultures and perspectives within the school.
- Classroom Etiquette: The classroom space must be treated with respect, keeping it organized and tidy. Students must label their bags and store them neatly on the shelves.
- Punctuality: Regular attendance and punctuality are crucial for academic success. Learners must be punctual for their classes and should not leave the classroom without the teacher's permission.
- Exit protocol: Whenever leaving the classroom during class hours, students must obtain an exit pass from their teacher.
- Academic honesty: IB places a strong emphasis on academic integrity. Students are expected to submit their own work and properly credit the sources they use in their research or assignments. Plagiarism, cheating or resorting to any unfair means will not be tolerated.

Technology usage guidelines:

- Laptops or Devices: The use of laptops or devices should adhere to the Bring Your Own Device (BYOD) policy.
- Smartphones and other devices: Smartphones and other devices are not allowed in class without prior approval.

- Deposit of Devices that are not permitted: Any additional device not permitted by the school must be deposited with the front desk upon arrival, on a daily basis.
- Social Media: Students are expected to use social media responsibly, in accordance with the school's values and guidelines. All social media posts, comments or interactions must represent the school positively. Students must avoid sharing content that could harm the reputation of the school.
- Privacy and Confidentiality: Students must not share personal information, sensitive data, or internal school matters on social media platforms.
- Cyber bullying and Harassment: Cyber bullying, harassment, or any form of harmful behaviour on social media will not be tolerated.
- Intellectual property: Copyrighted material must not be shared nor posted without proper permission. Credit to the original creators and respect for intellectual property rights must be given.

ANTI BULLYING AND SEXUAL HARASSMENT POLICY

GPS Brookes Kochi is committed to providing a safe and respectful learning environment for all students and employees. This policy aims to prevent and address bullying and sexual harassment, ensuring that everyone feels valued, respected, and protected.

1. Defining Bullying Behaviour

The following acts constitute bullying behaviour:

- Physical bullying (hitting, pushing, etc.)
- Verbal bullying (name-calling, insults, body shaming etc.)
- Social bullying (exclusion, spreading rumours, etc.)
- Cyberbullying (online harassment, etc.)

2. Defining Sexual Harassment

Any unwelcome behaviour of a sexual nature that makes a person feel uncomfortable, intimidated, or offended. This includes, but is not limited to:

- Verbal comments or jokes
- Physical contact or gestures
- Displaying explicit or suggestive images on digital platforms or otherwise
- Sending explicit or suggestive messages through digital platforms or otherwise
- Unwanted advances or requests
- Stalking or following
- Non- consensual taking or sharing of photos/ videos
- Leering or Suggestive looks
- Intrusive questions about personal details
- Indecent Exposure

The following behaviours are strictly prohibited:

- Engaging in sexual harassment
- Retaliating against someone who reports or complains about sexual harassment
- Failing to report incidents of sexual harassment

3. Reporting System

The confidential reporting system allows staff and students to report incidents of bullying /sexual harassment.

You may write to – Head of School at sheenaverghisjoshy@gpsbrookeskochi.org or reach out to our counsellor Ms. Zarina @+91 99953 53412

4. Investigation and Action:

- Upon receiving a complaint, the school will: Conduct a fair and impartial investigation.
- Take immediate action to stop the bullying/ harassment.
- Provide support and counseling to the affected person.
- Take disciplinary action against the perpetrator, including expulsion or Termination.

Confidentiality:

All complaints and investigations will be treated confidentially, to the extent possible.

5. Available Support

- Counselling services
- Peer support groups
- Academic support
- Parent-teacher conferences

6. Consequences

Depending on the gravity of the incident, the following consequences would be initiated:

- Counselling
- Community service
- Detention
- Suspension
- Expulsion

7. Awareness sessions for Students and Staff

Regular awareness sessions will continue to be conducted for staff and students

8. Monitor and Evaluate

Regularly monitor and evaluate the effectiveness of bullying prevention strategies by conducting staff/ Student surveys, Staff feedback and Parent feedback

By implementing these strategies, GPS Brookes Kochi envisions creating a safe and supportive environment that promotes social-emotional learning, empathy, and kindness.

Consequences of non-adherence to the Behaviour Policy

First Instance: The learner will receive a verbal warning from the teacher or authority figure addressing the misbehaviour. The issue will be brought to the notice of the homeroom teacher.

The second instance: The homeroom teacher will document the incident and inform the Diploma Programme Coordinator (DPC) and Head of School (HOS) through email. The learner will be required to provide a written explanation for their actions and will meet the student counsellor for further guidance and support.

Third instance: In the event of a third instance of misbehaviour, the parents or guardians will be informed of the misbehaviour and asked to counsel their ward to ensure there is no further occurrence of the misbehaviour.

Repeated misbehaviour: If the learner continues to exhibit misbehaviour despite previous interventions, a meeting will be scheduled with the parent, ward, HOS, the Coordinator and the tutorial team must comprehensively address the concerns.

Further repeated misbehaviour: If misbehaviour persists even after the meeting with the HOS, the Coordinator and the tutorial team, the learner will be required to contribute 10 hours of service to the school community as a means to understand the implications of their behaviour and engage with the school environment positively.

The consequences are designed to address and resolve instances of misbehaviour progressively, aiming to support the learner in their personal and behavioural growth while maintaining a safe and respectful learning environment for all members of the school community.

Student Agreement

As a student of GPS Brookes Kochi, Iof Grade..... .acknowledge that maintaining a positive attitude and respectful behaviour is crucial for the well-being of everyone in the school community. I hereby agree to adhere to the Behaviour Policy guidelines and understand the consequences of non-adherence to the policy during my time as a student at the institution.

Signature:

Date:

Parent Acknowledgement

I the parent or guardian ofstudying in grade.....acknowledge that I have received, read and understood the GPS Brookes Kochi Behaviour Policy and agree to support its implementation in collaboration with the school community.

Signature:

Date: