



MUHAMMADI MADRASAH

Muhammadi Madrasah Student Behaviour & Disciplinary Policy

Our Aim: Muhammadiyah Madrasah strives to provide a healthy and rewarding learning environment, which enables our students to follow the teachings of the Quran and the Ahlulbayt.

All students will:

- Treat all people equally with respect, young people and adults whether they are staff members or people of the community.
- Be polite and talk with manners.
- Be honest and truthful at all times.
- Address all madrasah teachers and volunteers with the appropriate titles.
- Be respectful and always speak pleasantly whether they are in the madrasah premises or outside.
- Respect the madrasah building and equipment (including no vandalising).

Behaviour Towards Others:

- Rudeness and disrespect towards any members of staff will not be tolerated.
- When conversing with each other students should display the use of pleasant language and courteous behaviour.
- Students must support and encourage their fellow peers and be role models for younger students.
- No form of any physical violence will be tolerated.
- Behaviour which affects the learning of others or is demeaning to other students will not be tolerated.

- Bullying is prohibited in our madrasah and if any student is being bullied or witnesses bullying should report it straight away.

Behaviour in and around the madrasah:

- Mobile phones are not to be used during madrasah hours and must be switched off or on silent and put away.
- No student should be outside their classroom during madrasah hours unless they have been given permission by the teacher.
- No student should be talking or disrupting others during their lesson.

All students must:

- Respect all madrasah property such as books, equipment, furniture etc.
- Report any abuse or misuse of the madrasah property immediately to the office.
- Keep the madrasah building, classrooms and surrounding areas clean and tidy picking up any litter and putting it in the bins provided.
- Avoid bringing any items of value or large sums of money to madrasah, if money is brought it should be kept safely in a bag with the student name on it.
- Bags should not be left unattended and must be kept with students.
- Any lost property should be handed in to the madrasah office.
- Refrain from swearing and the use foul, insulting, abusive language.

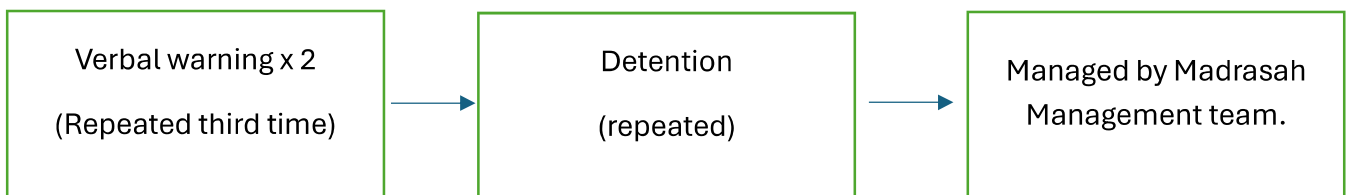
Madrasah's Discipline Policy & Sanctions:

- Sanctions will be applied fairly and consistently to all students.
 - o The head of the Madrasah has the day-to-day authority of implementing the Madrasah behaviour and discipline policy. The Head of the Madrasah has the power to act on the below outlined sanctions as s/he feels fit and will report any sanctions imposed to the Madrasah Board. The Madrasah Board may give advice to the head of Madrasah about particular disciplinary issues and/or sanctions made. The head of Madrasah must take this into account when making decisions about matters of behaviour.

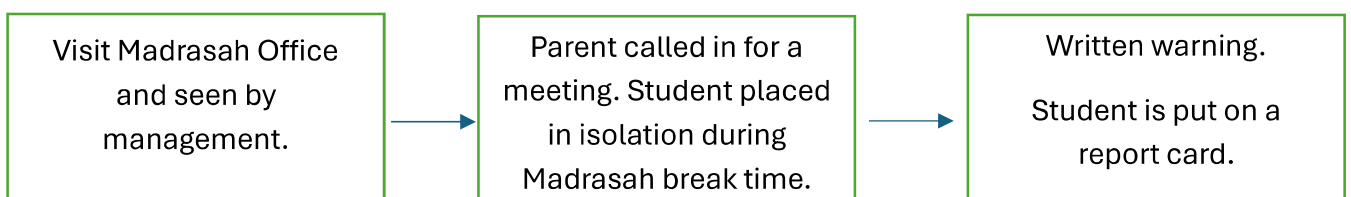
- Teachers have the right to report students to management team that display unacceptable behaviour, break madrasah rules or fail to follow a reasonable instruction.
- Teachers have the right to confiscate any property from students within reason and to report this to Madrasah management team.
- Students will be sanctioned if found swearing and foul, insulting, abusive language is used.

Madrasah misconducts and sanctions:

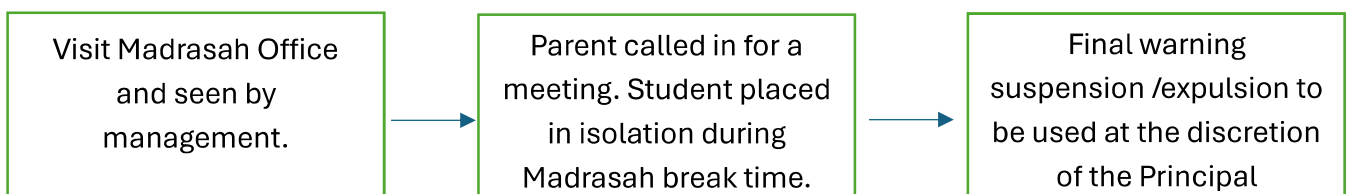
Minor Misconducts -



Repeated minor misconducts after visiting the Madrasah Management Team becomes a Serious Misconduct –



Repeated serious &/or major misconducts –



Minor Misconduct continued –

Minor Misbehaviour	Definition	Example
Inappropriate Verbal Language	Any spoken, written, or non-verbal	Put-downs, taunts, or slurs of a noncommunication that insults, mocks, offensive nature, mild oaths, belittles, or slanders another person directed at an individual (Offensive will be considered inappropriate. communications targeting race, gender, faith, etc of others.)
Physical Contact/Physical	Any incidence in which a student engages in inappropriate physical contact with another student.	Silly horseplay, playful grabbing, pinching, non-aggressive punching contact with another student. Or slapping, chasing, shoving. "Not keeping hands/feet to self."
Defiance/Disrespect/Non-compliance	Brief or low-intensity failure to respond to adult request	Talking back, not following directions, sleeping, refusal to complete class work, ignoring request of adult.
Disruption	Low intensity, but inappropriate disruption	Intentional distractions, noises, pranks, annoying statement/questions, making a mess ie throwing paper and/or stationery.
Property misuse	Low intensity misuse of property	Kicking and breaking furniture and/or property of the Centre, mishandling books, tearing up handouts, removing thins from display boards
Other	Any other minor problem behaviour that does not fall into the above categories.	

Major Misconduct –

Major Misbehaviour	Definition	Example
Abusive Language/Inappropriate Language	Verbal messages that include swearing, name calling, or use of words in an inappropriate way.	Cursing, slandering another person, hostile threats either written, spoken, or non-verbal.
Fighting/Physical Aggression	Actions involving serious physical contact where Injury may occur	Hitting, punching, kicking, hair pulling, scratching, choking
Defiance/Disrespect/Insubordination/Non-Compliance	Refusal to follow directions, talking back and socially rude interactions communicated in writing by words or by tone of voice.	Refusal to comply with established rules, leaving class without permission, verbal defiance /argumentative, using mobile phone during class time, possessing any other electronic devices, and other prohibited items.
Lying/Cheating	Student delivers message that is untrue and/or deliberately violating rules.	Telling untruths/wrongful accusations.
Harassment/Tease/Taunt	Student delivers repeated disrespectful messages (verbal or gesture), to another person that includes threats and intimidation, obscene gestures, pictures, written notes.	Bullying, repeated verbal harassment or abuse, inappropriate touching, gesturing, notes and pictures.

Disruption	Behaviour causing an interruption in class or during Madrasah activities	Loud talk, yelling, screaming noise with materials and alike.
Lateness and Truancy	Student is significantly late to class. Student leaves class /Madrasah without permission or stays out of class/Madrasah without permission	Student enters the classroom significantly late without an excuse or leaving madrasah premises without permission.
Property Damage	Student participates in an activity that results in substantial destruction or disfigurement of property.	Broken windows/damaged property as result of horseplay/aggressive behaviours, etc., tampering with equipment/ impairing its usefulness, tampering with a computer's settings, writing on tables and so on.
Forgery/Theft	Student is in possession of, having passed on, or being responsible for removing someone else's property or has signed a person's name without the person's permission	Forged notes from parents, teacher etc, plagiarism, stealing, hiding/purchasing stolen property, aiding someone in stealing, pretending to be another student's parent over the phone.
Dress Code Violation	Student wears clothing that does not fit within the realms of Islam.	All boys must wear white long sleeve top with cream/beige trousers. Girls must

		wear hijab at all times and abaya (younger years can wear penniform), no tight fitted clothing, no skirts or dresses, no excessive make up or nail polish/extensions. All clothing must be modest and accordance with Islamic dress code
Use/Possession of Tobacco/vape pens, prohibited items, contraband items	Student found in possession of such items	Cigarettes, cigars, or smokeless using tobacco/vape pen tobacco product: smoking, chewing.
Use/Possession of Drugs	Student is under the influence of or is in possession of illegal drugs.	Using, possessing, selling, or distributing drugs on Madrasah grounds at any time, or at any Madrasah activity, function, event whether on or off Madrasah grounds.
Use/Possession of Combustible Items	Possessing hazardous, combustible materials/items or devices which may be used to start a fire.	Matches, lighter, firecrackers, petrol, lighter fluids or other combustible items
Use/possession of Weapons	Student is in possession of any weapon readily capable of causing bodily harm.	Possessing, handling, transmitting using or attempting to use a weapon on Madrasah grounds at any time, or off the Madrasah grounds at a Madrasah activity, function or event.
Vandalism	Vandalism is the malicious,	Writing/ painting graffiti on Madrasah

	intentional defacing or damaging of public or private property.	wall, tampering with a Madrasah sign, carving names in tables
Threats/False Alarms	Student delivers a message (verbally and/or written) of possible threats and/or false alarms whilst on Madrasah grounds during Madrasah hours.	Written or verbal threats/false alarms, deliberately pulling fire alarm when not warranted.
Arson	Student plans and/or participates in malicious burning of property.	Setting fires to/on Madrasah property.
Physical Aggression	Any physical contact occurring with the intent to cause discomfort, or an incidence of slight physical contact will constitute an altercation between students.	Shoving match, slapping, or other such low impact incident not severe enough to constitute a fight.
Other	Any other major problem behaviour that does not fall into the above categories.	