



The International School
of Choueifat – Dubai

DISCIPLINE RULES AND REGULATIONS



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MONITORING AND REVIEW

This policy is subject to continuous monitoring, refinement, and audit by the School Management, who will undertake a complete annual review of this policy and procedures, inclusive of its implementation and the efficiency with which the related duties have been discharged. This discussion will be formally documented in writing. All staff will be informed of the updated/reviewed policy, which will be made available to them electronically, or by hard copy on request.

Signed:

ISC DUBAI
School Director

This policy will be reviewed by the School Management no later than August 2027 or earlier if significant changes to the systems and arrangements occur or if legislation, regulatory requirements or best practice guidelines are required.



At ISC-Dubai, we expect our students to uphold behaviour that reflects the culture, traditions, and beliefs of our society, and that supports a positive learning environment. We encourage and reinforce positive behaviour, discourage negative behaviour, and rely on parental support to achieve these goals.

Students must follow the guidelines below at all times.

GENERAL BEHAVIOUR

- Be punctual to school in the morning and to all lessons.
- Wear the correct school uniform.
- Respect the right of all students to learn; do not disturb or interrupt lessons.
- Show respect to all members of the school community and cooperate with teachers, staff, and peers.
- Complete assigned work, participate in lessons, and follow teacher instructions.
- Obtain teacher permission before leaving the classroom during a lesson.
- Come prepared with all required materials and resources.
- Remain in class until dismissed by the teacher.
- Keep classrooms and school premises clean and tidy.
- Walk calmly in corridors; be mindful of others and avoid rough play on the playground.
- Sit quietly in your assigned bus seat and follow the driver and bus conductor's instructions.
- Respect school property and the property of others.
- Act honestly and honourably at all times.

UNACCEPTABLE CONDUCT

The following behaviour is strictly prohibited:

- Negative attitudes towards the school community or society.
- Disrespect based on religion, race, colour, or ethnicity, as prohibited by the UAE Anti-Discrimination Law.
- Damaging, taking, or defacing property belonging to the school or others.
- Smoking or vaping (including e-cigarettes).
- Being disrespectful or discourteous towards others.
- Academic dishonesty during examinations.
- Accessing or circulating harmful videos, pictures, or publications.
- Fighting, bullying, or any aggressive/violent behaviour (in person or online).
- Swearing or using abusive language (in person or online).
- Throwing objects in a way that may cause harm.
- Playing in unauthorised areas (e.g., bathrooms).
- Chewing gum on school premises.
- Littering.
- Any other conduct deemed inappropriate by the School Management.



PERSONAL APPEARANCE

Jewellery: All jewellery should be left at home. Female students may wear one pair of stud earrings in the earlobe. No nose studs. Boys may not wear earrings.

- Nail polish and make-up are not permitted unless approved in exceptional cases (e.g., special events/activities).
- Shoes must be fully closed; slippers, flip-flops, slides, and mules are not allowed.
- Hair: Students may not dye their hair. Male students may not shave their heads, grow long hair, or have patterns shaved into their hair.
- The official school uniform must be worn on campus. In cold weather, non-SABIS extra layers may be worn discreetly under the official jumper/sweater (not visible). The outer layer must always be the official school jacket/sweater.

SKIPPING CLASSES

While on campus, students must attend all scheduled classes. Skipping a class without a valid reason (approved by the school administration) will result in the following:

1- First Offence: An advising session with the Social Worker or a senior staff member (e.g., Head Supervisor/AQC), and parents will be notified.

2- Second Offence: In addition to an advising session with the Social Worker or senior staff member, a written notification letter will be sent to the parents, followed by a meeting with them to discuss the seriousness of the matter.

3-Third Offence: In addition to an advising session with the Social Worker or senior staff member, a First Warning Letter will be issued.

4- Fourth Offence: Suspension for up to two days, pending a meeting with the parents. A Second Warning Letter will also be issued. This is in addition to an advising session with the Social Worker or senior staff member.

5- Fifth Offence: Suspension for up to three days, pending a meeting with the parents. A Third Warning Letter will be issued, along with a written notice of refusal to re-enroll for the following academic year after aligning with the KHDA.

SMOKING / VAPING

If a student is found smoking, vaping, or carrying a vaping device on school premises:

1- First Violation: Suspension for up to two days; a meeting with the parents; a one-to-one advising session; and a First Warning Letter will be issued.

2- Second Violation: Suspension for two days; a Second Warning Letter will be issued; and a written notice of refusal to re-enroll for the following academic year will be sent to the parents after aligning with the KHDA.

3- Third Violation: Suspension for up to three days; a Final Warning Letter will be issued; and further consequences may be taken in coordination with the KHDA.



Note: The school must inform the Dubai Police/Local Authorities, as vaping is illegal in the UAE for those under 18. Such incidents may be mentioned in academic references.

MORNING TARDINESS

First three incidents in a short period: A reminder of punctuality expectations will be sent to the parents

First 5 incidents in a short period (month/term): Written warning; parents notified; recorded in progress report.

Next 3 incidents in a short period: Meeting with parents and principal/designee; second warning letter; student pledge to improve punctuality; recorded in progress report.

Further incidents: Community service, detention, or written notice that re-enrolment may be refused.

Final stage: Third written notice confirming possible refusal of re-enrolment for the following year.

LESSON ENTRY RESTRICTIONS:

Term 1: More than 2 incidents -> not permitted to enter the first lesson if late; wait in designated area until period 2.

Term 2: More than 2 incidents and 10+ total year-to-date -> same restriction.

Term 3: More than 2 incidents and 15+ total year-to-date -> same restriction.

Thank you for your cooperation,
School Administration