

## ANGELS SCHOOL DISCIPLINARY PLAN

The School disciplinary plan will teach students that, there are standards of behaviour in the school and that they are expected to behave under the supervision of all adults, not only their classroom teachers.

### SCHOOLWIDE BEHAVIOUR RULES

1. Students will follow directives the first time they are given.
2. Students will not litter anywhere in or around the school.
3. Students will not call each other names, or use bad language or tease each other.
4. Students will not write on or damage the school's or another person's property.
5. Students will not without permission, take another person's property.
6. Students will not fight or use abusive language.
7. Students will bring a note from parents whenever they are absent.
8. Students will come to school before 7:45a.m.
9. Students will respond to all school bells promptly.
10. Students will do assignments or homework and submit it promptly.

NB: There are specific rules for:

- i. Computer Laboratory
- ii. Music Laboratory
- iii. Gym (P.E)
- iv. Dining
- v. Science laboratory classrooms
- vi. Library
- vii. Art laboratory
- viii. Assembly
- ix. Health Bay

### SCHOOL-WIDE DISCIPLINARY CONSEQUENCES

1. First time student breaks rule – loss of recess
2. Second time student breaks rule – After – school detention
3. Third time student breaks rule – sent to superintendent
4. Fourth time student breaks rule – Call parents.
5. Fifth time student breaks rule – suspension

**NB: In a case where parents fail to respond to call/invitation, the school shall make the ward stay away from school until parents comply.**

An immediate and more severe consequence (severe clause) would be determined for blatant misbehaviour such as fighting, stealing using vulgar or improper language or defying authority. Severe consequences would be:

- To immediately send student to superintendent and contact parents.
- In-school suspension.
- Other disciplinary measure, such as caning, dismissal etc. will be determined by the school authority.

## IN-SCHOOL SUSPENSION

In-school suspension is the disciplinary action of removing student from a scheduled class and placing him or her in an isolated, closely supervised environment. This consequence will be used when the superintendent has been notified of the behaviour of a severely disruptive student.

- The room is monitored by an administrator, aide or other responsible adult.
- The student does academic work in silence.
- If the student disrupts in the in-service suspension room, he or she earns extra hours there.
- The student eats lunch alone, and is escorted to and fro the room.
- The student remains in a room for a maximum of one day.
- If the student misbehaves after returning to the classroom, he or she must be sent again to the in-school suspension room.

Report on children's behaviour and subsequent disciplinary measures meted out will be sent to parents concerned. (a copy will be put on child's record)

NB: There will be an open forum with children to discuss the programme once every month. (that is the last Friday of the every month).

## MEASURES FOR POSITIVE REINFORCEMENT

### STANDARDS/VALUES:

The standards/values

- i. Time Awareness/consciousness
- ii. Neatness Awareness/Consciousness
- iii. SELF WORTH/Confidence and sense of responsibility
- iv. Orderliness/Comportment
- v. Discipline (manners)
- vi. Conduct

AIM: To set high morals in the school by instilling and maintaining the above standards or values.

OBJECTIVES: To set structures and mechanism in place that will help instill and monitor these standards in the children, and to educate such stake holders as management of the school, Teacher, Parents and children on this theme to achieve our aim.

Standards or values expanded.

### STANDARDS

### AREAS

- |  |   |
|--|---|
| <b>i. Time Awareness</b>                             | - Punctuality to school – Teachers                    |
|  | - Keeping school time and responding to bell-teachers |
|  | - Reporting and picking – children, parents           |
|  | - Responding to bell – children                       |
| <b>ii. Neatness Awareness</b>                        | - Personal Appearance                                 |
|  | - Classroom   |
|  | - Compound  |
| <b>iii. Self worth &amp; Sense of Responsibility</b> |   |
|  | - Ability to speak out confidently in public.         |

- Accepting & respecting other people's views and position.
- Help children develop a curious & probing mind.

iv. **Orderliness/Comportment**

- At Break
- In a queue
- At assembly
- In class
- At dining
- Waiting, during closing
- At school functions

**MECHANISM/STRUCTURE**

i. **Time Awareness - Teachers**

The Assistant Head teacher will mark teachers' attendance book and give report to management for onward outline. This will be done fortnightly.

**CHILDREN**

- Children in the Pre-school will have to report to school latest by 8:00a.m. Those in the Primary will have to report to school by 7:45a.m. Children who fail to report to school by this time will have marks or points deducted from their SECTION or HOUSE (Ref to DISCIPLINE)
- Children who repeatedly report to school after assembly will be sent home and marks deducted from their House.
- Teachers on duty will be assigned to monitor late comers.
- Children will have to respond promptly to the school siren. Offending children will have marks deducted from their HOUSE.

ii. **Neatness Awareness – Personal**

Inspections will be conducted on children's hair, teeth, uniforms, fingernails, handkerchiefs, socks and shoes, twice a week. Very well-dressed pupils will gain points for their houses, whilst marks are deducted from children who are shabbily dressed.

**CLASSROOM**

Teachers will take charge of their own classrooms and make sure they are neat and well organized. A management member will visit classrooms periodically for inspection – Teachers will be awarded for neat and well organized classrooms through appraised scheme.

iii. **Self worth and sense of responsibility**

Teachers must use a child-centered approach in teaching specially-designed topics. Lesson must be taught to enhance self worth. Children must be encouraged to ask questions. No questioner should be made to feel foolish, stupid or silly because of his/her question. Teasing, fun making, negative pronouncement should be avoided. Class discussion must be encouraged and practiced regularly. Children should be held accountable for their actions or inactions. Some class duties and responsibilities should be assigned to children and they must be encouraged to give account of these duties and responsibilities without excuses. Excuses should be discouraged.

iv. **Orderliness or comportment**

Teachers will make reference to the school's *Do's and Don'ts* to re-enforce orderliness during Break, Assembly, Dining, Classes, in a Queue, when waiting for parents at Closing and at School Function.

During break periods or outside of the classroom, teachers on duty will be at post to maintain order and deduct points from the sections or House of any child who is disorderly. Teachers will award or deduct points in the classroom for orderly behaviour or other wise.

v. **Discipline (Measures/Means)**

The following structures or mechanism are intended to positively enforce good behaviour in the children both in the classroom and on the compound. The whole children population in the school will be divided by ballot into four [4] sections or houses and named;

- a. EXCELLENCE HOUSE
- b. SUCCESS HOUSE
- c. PERFECTION HOUSE and
- d. INTEGRITY HOUSE

A table, having the above houses will be drawn on the board of every classroom where points will be added or deducted from Houses of children's good behaviour or otherwise. Teachers on duty will be at post every time children are found outside of the classroom for break etc. these teachers will award points for good behaviour and deduct points for bad behaviour.

**"Discipline Cup"**

A cup, we have named "discipline cup" will be awarded to the best House for the week at a special assembly on Fridays to enforce these values.

**Outstanding Behaviour**

Individual children who put out a very outstanding behaviour will be awarded with badges for the week.

vi. **Conduct**

Teachers should use the schools **Do's and Don'ts** and **"The Angels Conduct"** to teach and enforce good conduct and politeness in the children. Every child should be taught these conducts. Children should be awarded points for their Houses if they are polite.

**Goals for every one**

In order to achieve our aim, every student, [from primary], worker and staff writes goals for each trimester.

**MORALS AND CHRISTIAN VALUES**

**DO'S**

- Say "Sorry"
- Say "Please"
- Say "Excuse me"
- Say "Thank you"
- Say "God willing..."
- Learn to greet
- Be polite
- Read your Bible
- Pray every day
- Play fair
- Be happy for others
- Speak the truth always
- Always do the right thing

**DON'TS**

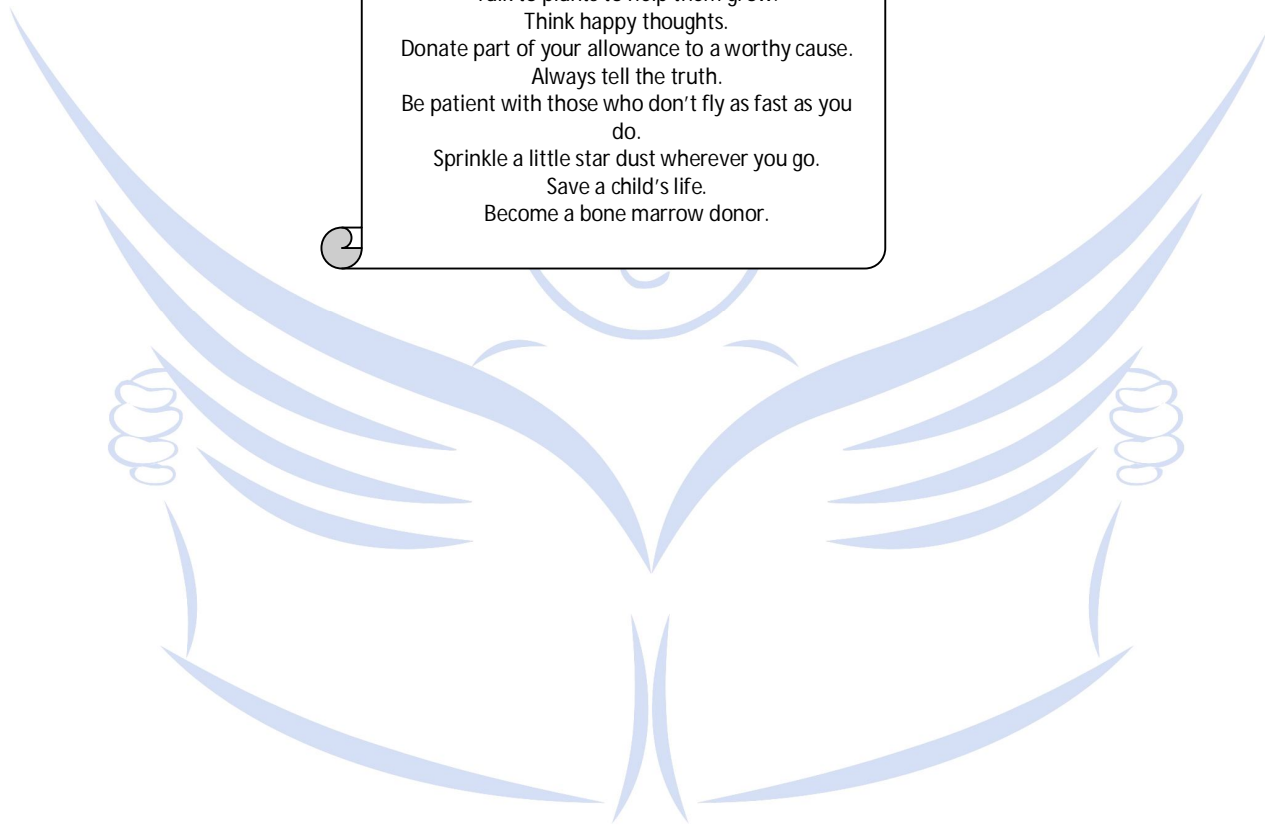
- Do not litter
- Do not steal
- Do not fight
- Do not bully
- Do not cheat
- Do not use foul language
- Do not run around the school
- Do not tease or make fun of others

each child at a time

**ANGELS CONDUCT**

**WAYS TO BE AN ANGEL**

Reach for the stars.  
Share your favourite things with others.  
Keep your hallow polished.  
Show respect for older people.  
Always mind your manners.  
Make friends with someone who is shy.  
Plant a garden for the butterfly.  
Say at least one nice thing to someone every day.  
Never make fun of anyone.  
Make your bed every morning.  
Talk to plants to help them grow.  
Think happy thoughts.  
Donate part of your allowance to a worthy cause.  
Always tell the truth.  
Be patient with those who don't fly as fast as you do.  
Sprinkle a little star dust wherever you go.  
Save a child's life.  
Become a bone marrow donor.



each child at a time