



مدرسة الوحدة العربية
Arab Unity School
British Curriculum, Affiliated to the University of Cambridge

مدرسة الوحدة العربية

ARAB UNITY SCHOOL



Student Behaviour Management Guidelines

Distance Learning 2020



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Student Behaviour Management Guidelines

Distance Learning 2020

Arab Unity School has launched the Distance Learning Initiative to address changing and for its successful emerging conditions and has shared our plans for all stakeholder implementation; all students are expected to follow the behaviour guidelines.

Objective – To be able to

- Promote positive behaviour and take self and public responsibility among
- students within the school community. Improve their opportunities to learn, engage and utilize the facility of remote learning to maximize completion of assignments, collaboration and interaction with peers and teachers
- Take responsibility for self-learning by committing to attend and participate actively and sincerely in this programmed.

Expected behaviour:

- Actively participate and contribute in every online class discussion.
- Set aside a distraction-free workplace to effectively engage with learning.
- Complete all expected reading material and research work within the stipulated time.
- Spend at least one hour daily to complete assignments and regular study and turn in assignments on time.
- Communicate at least once in a week with peers in the respective workgroup to complete shared projects.
- Abide by regular study habits which will enable to stay up-to-date with curricular requirements through the remote learning lesson.
- Be digitally responsible and maintain online decorum. Not engage in an online chat in live sessions, comment or share any defamatory material online.
- Follow the instructions of the teacher and not interfere with any controls like a microphone or camera.

Refrain from:

- Publishing any online content of class on any social media
- Video recording any lessons
- Playing games or adding any unauthorized program.
- Violating 'other rights' on Google Classroom and Zoom Live.
- Muting or blocking the teacher when the class is ongoing.
- Scheduling and starting their own Zoom meeting
- Bullying and abusing (verbal or cyber) any member of the school community.
- Leaving the class while in progress.
- Deleting folders or files uploaded by teachers and other students.



Every student at AUS is expected to conform to mutual respect to ensure an excellent learning environment. Should a student behave in a manner that violates an environment conducive to positive learning, the following will be actioned.

ESCALATION PATHWAY	ACTION
Teacher	First two occasions of misconduct during distance learning – a verbal warning by the teacher.
Pastoral subject leaders for DL	If the student persists with the misdemeanour – the matter will be escalated to the Supervisor who will arrange for two sessions after school with the counsellor (equivalent to detention).
Head of School	If the student still misbehaves – the matter will be escalated to the HoS who will speak to the parents outlining next steps.
Principal	If the student yet misbehaves - the matter will be escalated to the Principal. If necessary, the student will be denied access to online learning for a time lesson at the Principals' discretion.

Rewards for Meeting Expectations

Teachers and Supervisors will be closely monitoring students' online behaviour. They will be recognized by

- Positive verbal feedback
- Positive written feedback
- Star of the Week nominations.
- Positive parental communication
- Certificates of Appreciation.

The expectation from parents:

- Establish routines and expectations with your child.
- Take an active role in supporting the school to monitor the child's progress.
- Refrain from interfering in between lessons, prompting the child or communicating with the teacher during lessons.
- Mail class teachers or supervisors to clarify doubts.



Nonnegotiable behaviour

Repeated tardiness without an acceptable excuse.

1.1 | Non-compliance with the school uniform.

Wearing clothes that violate public decency and morals while attending the lessons when broadcasting the distance learning lessons live. Students are expected to be formally appropriately dressed when attending a lesson synchronized lessons.

1.2 | Failure to follow the rules of positive behaviour inside and outside the class, such as remaining calm and maintaining discipline during the lesson and making inappropriate sounds inside and outside the class.

- Private conversations or discourse that are not related to study and hinder the course of the lesson during the live broadcasting of the distance learning lesson.
- Ridiculing the teacher or a colleague during the distance learning lesson.

1.3 | Eating during lessons/ Chewing gum during lessons.

1.4 | Misuse of electronic devices such as a tablet and others during the lesson, including electronic games and headphones in class.

- Adding any unauthorized program, including programs that are shared and free programs.
- Using the microphone feature, camera or chat without prior permission from the teacher.
- Playing games (except with the express permission of the teacher because it is an educational necessity linked to the lesson.)
- Misusing rights and tools available through Microsoft Teams.

Absence from a single school day (via distance learning) without an acceptable excuse.

2.0 | Incitement to fight, threaten or intimidate classmates.

- Inciting students not to attend lessons, threatening or intimidating them, and not attending lessons in distance learning platforms.
- Creating quarrels between students, whether visual or written, by broadcasting via synchronous and asynchronous distance learning platforms.
- Not responding to the rules governing the course of lessons.



Serious Behavioural Offences
(Distance Learning)

3.1 | Bullying of various kinds and forms.

- Using the initiative's communication and information technology to insult, curse, threaten with violence, slander, or blackmail deliberately and repeatedly via any digital platform.

3.2| Attempting to defame or abuse

- Participating in unofficial mailing lists and schoolmates and /or personnel on social media.

Bulletins within the distance education initiative and posting information about teachers and students without permission.

- Posting about the initiative through social media.
- Divulging other students' personal information, including home addresses and phone numbers.

3.3 | Impersonating others in school transactions or forging school documents.

- Searching for information, obtaining specific copies, or modifying files and other data, or passwords belonging to other users on the network.
- Entering and using the account of another teacher or student with or without his/her knowledge and/or consent.

Very Serious Behavioural Offences
(Distance Learning)

4.0 | Using any means of communication or social media for illegal or immoral purposes, or to harm an educational institution, its employees, or others.

- Creating or opening hyperlinks or any associated files unless they are sent from a trusted source.
- Using montage software that can produce unreal and fake content and circulating it on social media.
- Sharing pornographically videos, pictures, or messages to anybody in the school community.
- Using the network to develop programs that harass users or to penetrate or destroy other people's accounts and devices.
- Establishing networks or network connections to make live communications, including audio or video (relay chat) without prior formal permission.
- Publishing, creating, exchanging, or promoting malicious or suspicious software.
- Inundating e-mail accounts or applications used for distance education with high electronic data flow, stopping it them working, disabling them or destroying their contents.
- Intentionally capturing or intercepting any communication without authorization through the information network used for distance education.



Pastoral subject leaders for DL

The Subject	The Name	Email ID
Science	Navami (physics) Sharal (chemistry) Nisha (Biology) Parinita (science) Sooraj (IT Support) Shoba (IT)	navami.v@auschool.ae sharal.shalet@auschool.ae nisha.shahul@auschool.ae parinita.yonzone@auschool.ae sooraj.s@auschool.ae shoba.p@auschool.ae
English	Ranjini sajith (English) Suja lakshmi (IT Support)	ranjini.sajith@auschool.ae sujalakshmi.p@auschool.ae
Math	Irine (Math) Sujithaprajith (IT Support)	irine.crastha@auschool.ae sujithaprajith@auschool.ae
Arabic & Islamic	Rehab (Arabic) Sajida (Islamic) Nish Mathew (IT Support) Nisha Pradeep (IT Support)	rehab.mahmoud@auschool.ae sajida.tabassum@auschool.ae nisha.mathew@auschool.ae nisha.pradeep@auschool.ae
UAE Social Studies & ICT	Mala (UAE Social Studies) Pasadena Shibu Rakhy (ICT) Kanchan(IT Support)	ala.ismail@auschool.ae praseena.shibu@auschool.ae rakhy.praveen@auschool.ae kanchan.grover@auschool.ae
The primary section	hopaus2020@gmail.com	
Inclusion Department	Anila Roach Aadhya Kesav Farhat Jahan Reena Pillai Sathiya (IT) Iffath Farzana (IT)	anila.roach@gmail.com Kesav-aadhya.counsellor@gmail.com Jahan-farhat.lead@gmail.com reenarpillai21@gmail.com sathiya.alex@auschool.ae iffath.farzana@auschool.ae
FS2	Maryam Ghulam Shaheen khan	maryam.ghulam@auschool.ae shaheen.khan@auschool.ae



To report any cybercrime outside the school

Report cybercrimes online

You can report cybercrimes online through the following channels:

- the [crime](#) website
- [Dubai Police's](#) website
- the 'My Safe Society' app launched by the UAE's federal [Public prosecution](#) (the app is available on [iTunes](#) or [Google Play](#))

You can also [report cybercrimes](#) to the nearest police station in your area, or call 999 for help.

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