

St. Stanislaus College

STANDARDS OF BEHAVIOR

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Effective Date: February 15, 2016

St. Stanislaus College

STANDARDS OF BEHAVIOR

In an effort to support the “Back to Basics” initiative at St. Stanislaus College, it is important that all confirm to socially acceptable standards of behavior that fosters an atmosphere of learning, free and open exchange of thought, and respect for others within the learning environment. This programme on discipline is in line with the Back-to-Basics Curriculum Reform programme introduced at the college in September 2014.

Our country needs well-rounded citizens with a strong sense of values in leadership and community. Alongside a curriculum, must be a programme to help shape students in order for them to make positive contributions to the sustainable development to our country.

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Paulette Merell
Principal

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Joel Trotman
Chairman, Parent Teachers Association

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THE ROLE OF THE TEACHER

1. Ensure that all students in your charge are gainfully occupied for every second of the time allocated on the timetable.
2. Be punctual and regular in attendance of your classes.
3. Discuss with students the rules of St. Stanislaus College and the sanctions for disobedience.
4. Adhere to the guidelines for maintaining order and discipline at St. Stanislaus College.
5. Implement rules and regulations in a firm, consistent and prompt manner.
6. Impartially dispense reward and punishment.
7. Accept responsibility for maintaining order and discipline in and out of school.
8. Respond to learners in a caring and respectful manner.
9. Keep accurate misdemeanor records.
10. Expect the support of the Headteacher and parents in the implementation of disciplinary measures.
11. Inspire your students to achieve academic excellence.
12. Always exhibit exemplary behaviors that students can emulate.
13. Ensure that classrooms are locked after each session.

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THE ROLE OF THE STUDENT

1. Treat each other and members of the school staff with respect and courtesy.
2. Follow the School Rules.
3. Report contravention of School Rules to a teacher immediately.
4. Respect the rights and property of others.
5. Do not act in a manner that will expose others to danger, harm or injury.
6. Do not use threats and intimidation against others.
7. Do not engage in activities that contravene the school rules.
8. Protect the school property and facilities.
9. Participate in co- curricular activities.
10. Maintain high academic standards.
11. Attend school regularly and punctually.
12. Maintain personal hygiene and practice good grooming.
13. Accept responsibility for his/her own behavior.

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THE ROLE OF THE PARENT / GUARDIAN

1. Encourage your child/ ward to obey the rules of St. Stanislaus College and discuss with him/ her the sanctions for disobedience.
2. Control and monitor the behavior of your child/ ward.
3. Request information on your child's / ward's performance and behavior at least twice each term.
4. Visit the school to discuss your child's/ ward's performance and behavior at least twice each term. Arrangements must be made in advance by notifying the Headteacher of your intention.
5. Attend PTA meetings and Parent/Teacher Conferences scheduled for each term.
6. Be involved in school activities.
7. Encourage your child/ ward to participate in school sponsored activities.
8. Ensure that the school can make contact with you during the day in case of an emergency.
9. Report promptly to the Headteacher any unacceptable behaviors demonstrated by your child/ ward or any other learner away from the school premises.
10. Model desirable/ acceptable social behaviors.
11. Inspire your child/ ward to achieve academic excellence.

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REWARDS FOR EXCELLENCE

Honor Boards

These will be used to highlight outstanding achievements of students and will be placed in the Marion Forum. Honor Boards will be created for:

- The Best CSEC Student
- The Best All-Round Student
- The Head Prefect

The Most Disciplined Class Monthly Award

This class will have the most number of merits, plus least occurrences of demerits, detentions or suspensions for the month. The class will be presented with a plaque

Honorable Mention

The names of students attaining an average of 75% and over at the end of the term will be announced at the Final Assembly each term and these students will be invited to present themselves on stage.

Honor Roll

The list of students on the Honor Roll will be modified each term. In order to be on the Honor Roll, a student MUST attain:

- 75% in Mathematics and English
- 80% in all other subjects
- Above 95% in attendance
- Above 95% in punctuality

No more than two (2) demerits

The students who make the Honor Roll will be given

- A Trophy at the Prize Giving Exercise
- A Bronze-Plated Tie Pin that will be worn to school

continued

Principal's List

The list of students on the Principal's Roll will be modified each term. In order to be on the Principal's Roll, a student MUST attain:

- 80% in Mathematics and English
- 85% in all other subjects
- Above 98% in attendance
- Above 98% in punctuality

The students who qualify for the Principal's List will be given

- A trophy at the Prize Giving Exercise
- A Silver-Plated Tie Pin that will be worn to school

Board of Governors' List

The list of students on the Board of Governor's Roll will be modified each term. In order to be on the Board of Governor's Roll, the student MUST attain:

- 90% in all subjects
- Above 99% in attendance
- Above 99% in punctuality

The students who make the Board of Governor's Roll will be given

- A trophy at the Prize Giving Exercise
- A Gold-Plated Tie Pin that will be worn to school

Steel Pan and String Orchestra

Steel pan orchestra and string orchestra will comprise students of Honorable Mention, Honor Roll, Principal's List and Board of Governors' List.

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SECTION 1

ACCEPTABLE AND UNACCEPTABLE BEHAVIORS

Students are required to:

1. Speak quietly.
2. Have a written excuse from parents and permission from the school administration if you have to be in school without the correct uniform.
3. Have a written excuse from parents when you are absent from school.
4. Use sentence enhancers as adjectives instead of expletives.
5. Keep your lockers and desks tidy.
6. Display proper standards of personal hygiene and deportment.

It is unacceptable to:

1. Tease and call others false names;
2. Pelt persons
3. Make obscene gestures
4. Bang/ Drag objects in class
5. Have incomplete homework
6. Be late for school
7. Be late for class

Failure to exhibit acceptable behaviors will result in the following sanctions:

1. A DEMERIT for EACH unacceptable behavior you display;
2. Two (2) DEMERITS are worth one (1) DETENTION
3. Each teacher will have with them a MERIT/ DEMERIT/ DETENTION PAD. The teacher will record the following:
 - The name of the student;
 - The infraction;
 - His / Her signature and date;
 - Parent's signature
5. Three (3) copies of the DEMERIT will be made: One for the student to take home to the parent, one for the Class Teacher's Log and one for the DEMERIT RECORD which will be maintained by a Senior Master/ Mistress;

continued

Merits to cancel Demerits:

THREE (3) of any of the following MERITS will be used to cancel ONE (1) DEMERIT:

1. Emptying the bin without being asked.
2. Cleaning of the environment voluntarily.
3. Reporting indiscipline.
4. Avoiding confrontations/ conflict situations.
5. Returning valuables that they would have found.
6. Correct responses to challenging questions/ concepts in class.
7. Peer tutoring.
8. Speaking the truth.
9. Reporting suspicious behavior.
10. Community Service.

NB: Merits cannot cancel Detentions and Suspensions.

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SECTION 2

List of behaviors that are punishable by DETENTIONS

1. Littering in and around the school premises.
2. Eating in the classroom.
3. Destroying or defacing textbooks of the school.
4. Copying other students' work (e.g. Homework or assignments) verbatim;
5. Telling an untruth.
6. Skipping classes.
7. Continuous bursts of anger.
8. Verbal disruption during a school activity.
9. Failure to complete assignments by the due date.

Notes:

1. Two (2) DETENTIONS will result in an OFFICE REFFERAL
2. Each teacher will have with them a MERIT/ DEMERIT/ DETENTION PAD.
The teacher will record the following:
 - The name of the student
 - The infraction
 - His/ Her signature and date
 - Parent's signature
3. Students will wear a green cap or T-shirt saying "I am on Detention" as they complete given tasks of:
 - Cleaning furniture
 - Cleaning the compound
 - Essay writing
4. Parents will be invited to have discussion about the infraction; the student will then proceed on detention.
5. Detention will be served on Tuesdays and Thursdays for one (1) hour after dismissal (15:05 to 16:05 hrs) and will be supervised by one teacher and two (2) Prefects.

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SECTION 3

OFFICE REFERRAL and MENTORSHIP

1. If a student receives two (2) detentions, he/ she will have an Office Referral.
A team comprising the following persons will have discourse with the student and parent:
 - The Principal or Deputy Principal
 - The Form Teacher
 - The Level Supervisor
 - A representative of the PTA
 - The School Welfare Officer
 - The Class Representative
2. A “Big Brother/ Big Sister Mentorship programme (that will involve former students and parents) will be recommended.
3. If the student receives another detention after the Office Referral, he/ she will be suspended.

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SECTION 4

List of behaviors that are punishable by SUSPENSION

1. Cheating at examinations.
2. Altering figures on report booklets.
3. Malicious scratching of the face and body parts of other learners.
4. Behavior on or off the school premises that is detrimental to the welfare and safety of other learners or members of staff.
5. Urinating and defecating around the school building or compound.
6. Stealing.
7. Use of pagers, cellular phones and computer games in class/ school.
8. Using laptops in school without written permission from the school administration.
9. Unauthorized entry and exit of the compound or school;
10. Possessing or using matches or lighters.
11. Smoking.
12. Refusing to wear school uniform.
13. Gambling.
14. Refusal to be disciplined by teachers.
15. Failure to complete/ serve disciplinary assignment/ sanction given.
16. Willful destruction or defacing of school property.
17. Repeated interference in the school's ability to provide educational opportunities to other learners.
18. Forgery of any kind.

Notes:

1. The following actions will be taken when students are suspended:
 - A meeting comprising the following persons:
 - The student(s) to be suspended
 - The parent(s) of the student(s) to be suspended
 - The Class Representative
 - The Class Teacher
 - The Level Supervisor
 - The Headteacher and/ or the Deputy Headteacher
 - A student will be suspended for a minimum of THREE (3) days.
 - A parent will accompany the student to school following the period of suspension.
2. ALL cases of suspension will be reported to Schools Welfare Department of the Ministry of Education;

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SECTION 5

List of behaviors that will result in: a DEMOTION to the Grade below or TRANSFER

1. Bullying.
2. Fighting/ Hitting/ Punching/ kicking, biting , spitting on others and causing bodily harm to other learners, teachers, other members of staff and members of the public.
3. Inappropriate touching, indecent exposure and sexual harassment.
4. Production or dissemination of pornographic material and posting of inappropriate images or videos on social media that tarnish the image of the school.
5. Possessing or using tobacco products, alcohol or non- prescription drugs on the school premises or at school sponsored activities.
6. Possession of or purchase of marijuana, cocaine, aerosol spray, paint, glue or any un-prescribed or dangerous drugs.
7. Disrespecting teachers.
8. Continued willful disobedience or open and persistent defiance of authority.
9. Retaliation against school staff or students through threats, bringing in groups, family members, and friends to assault or argue with or assault school staff and /or student.
10. Damage to the property of teachers and other learners (puncturing of tires, breaking windows, marking with paint.
11. Threats to physically harm school staff or students.
12. Possessing pellet guns, air powered rifles, toy guns, can openers, box cutters, clubs, cutlass, screw drivers, sling shots, stunt guns, knives, ice picks and any other instrument that can be used as weapons.
13. Possession and use of fireworks or any other explosive device.

Notes:

1. Three (3) incidents of SUSPENSIONS within one (1) school term will result in DEMOTION TO THE GRADE BELOW.
2. Following investigations and the recommendations of the Schools Welfare Department of the Ministry of Education student(s) will be transferred to another school.
3. If the student(s) is in Grade 11 the students will be suspended indefinitely but will be allowed to write their external examinations;

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NOTE TO TEACHERS/ STUDENTS

1. Homework may be given each day for completion by the next class.
2. Assignments are expected to be completed in one week. Inability to complete assignments should be reported before the due date;
3. Classrooms must be locked after each session;

THINGS TO DO

Action Item	Responsibility
1. Specify day for Office Referral Team to meet with parents and students	
2. Pins to be made	PTA
3. Honor Boards to be created	PTA
4. Locks to be placed on each classroom	Mr. Hart
5. Caps / T-Shirt "I am on Detention" to be made	PTA
6. Make MERIT/ DEMERIT/ DETENTION pads	PTA
7. Steel pans to be obtained	PTA
8. String orchestra to be started	Mr. Pickett

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