



جامعة العلوم الإسلامية

BEHAVIOUR POLICY

RATIONALE

We feel it is important to promote a caring and supportive environment to enable all members of the school community to feel secure, respected and therefore promote good behaviour in others. The development of personal qualities and social skills and the fostering of socially acceptable behaviour are an integral aspect of the school curriculum and therefore demand planning.

AIMS

We aim to:

- ensure consistency of care;
- be fair and to be seen to be fair;
- treat all with respect;
- have clear expectations and strategies to ensure they are met;
- provide planned activities which motivate all to learn, both academically and socially.

CODE OF CONDUCT

- Everyone has the right to work in an orderly and safe environment
- Respect the rights of others to learn
- Cooperation and good behaviour is expected from all
- Treat others and their property with respect
- Always be honest and truthful
- High standards of attendance and punctuality should be maintained
- Success should be recognised, celebrated and valued by all

SCHOOL RULES

- Move sensibly around the school with humbleness.
- Students must stay within permitted areas. Only through the permission of Jamiatul Uloom Al Islamia can they leave the school premises.
- Items that are considered to be dangerous, illegal and detrimental should not be brought into school, including weapons, drugs, vapes, cigarettes and other harmful substances. Jamia will conduct random bag/locker searches to ensure these items are not brought into the school.
- Electronic items, e.g. mp3s, games consoles, etc. should not be brought into school. Mobile phones must be without smart features and without a camera. This must be handed in to the school office upon entering the school and will be returned at the end of the school day.
- If electronic items such as Mobile phones, lasers, mp3 players, smart watches etc. are confiscated during the school day, these will only be return to a parent/guardian at the end of term (minimum of 30days). Some items may be disposed.



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- Violent behaviour of any kind will not be tolerated.
- There should be respect for school property and resources.
- Chewing gum and fizzy drinks are strictly not permitted in the school premises.
- Any form of disrespectful behaviour towards staff will not be tolerated.
- Bullying of any sort will not be tolerated.

* Please refer to our policies for further details

INCENTIVES TO POSITIVE BEHAVIOUR

At Jamiatul Uloom Al Islamia if a child successfully applies the rules this should be acknowledged. In our school we believe the ideal incentives are the intrinsic rewards offered by:

- a calm working atmosphere where all are valued;
- warm relationships;
- a stimulating curriculum;
- positive role models;
- meaningful and positive emotional support.

However, it is also important to have a reward system in place that recognises all forms of social and academic achievement and effort. Children are always made aware of the reason for awards. To ensure every child has the opportunity to experience success, there are a variety of strategies.

REWARDS

MERITS / DOJO POINTS

Students may be awarded merits/points for working, behaving, trying hard, progressing, achieving, and learning **MORE** than their usual amount or more than their expected ability. They may also achieve merits by showing good levels of character (adaab) towards staff or other students. Points will also be issued for bringing Islamic practices / sunnah into action and for contribution towards the Madrasah / Masjid.

Dojo Points	Award
80 & 160	Tuckshop Prizes
260	Bronze Certificate + £2 Tuckshop Voucher
400	Silver Certificate + £3 Tuckshop Voucher
550	Gold Certificate + £5 Tuckshop Voucher
800	Platinum Certificate + Prize + £10 Voucher

Dojo Points Table



Positive Action:	Points:	
Active participation	2	Students may be awarded point for working, behaving, trying hard, progressing, achieving, and learning, MORE than their usual amount or more than their expected ability. They may also achieve merits by showing good conduct (adaab) towards staff or other students. Points may also be issued for contribution towards the school or Masjid.
Adaab / Akhlaaq / Helpful		
Contribution towards School/Masjid		
Excellent work		
Excellent behaviour		
Islamic practises		
Excellent Homework		

Outstanding Student	4	For exceptional students only. Maximum 2 students in one lesson.
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Actions to avoid:	Points:	
Disruptive behaviour	1	- Any merits gained must be collected during this lesson and cannot be back dated or accumulated. - Students who insist on merits may have their merits taken off (teachers discretion).
Inappropriate use of ICT		
Littering / eating / drinking		
Off task / lack of work / Insufficient homework		
Lack of equipment / books		
Lateness	2	- Have full equipment for the lesson. - Good behaviour for the whole duration of the lesson. - Actively participate in the lesson. - Completed any homework set.
Dangerous behaviour / Serious offences		
Low level Bullying		
Disrespectful / Rude		
Chewing		
No homework		
Vandalising / damaging property		
Removed from class		

PRIZES

Students will be rewarded with points from all subjects throughout the school year. At the end of the year, the student with the highest number of merits will receive a LAPTOP or TABLET as a special prize!

REWARDS TRIPS

Jamiatul Uloom will be offering up to 15 students with the highest number of points a bonus rewards trip towards the end of the year. This trip will be only for our best students and is in addition to the whole school trips. We have taken our students to many different activities in the past, including Ice



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Skating, bowling, High Ropes, Indoor Skydiving, Theme parks and more. Each year will be a surprise trip!

AWARDS CEREMONY

Annual End of Year Ceremony will be held, where we celebrate and acknowledge the achievements and accomplishments of the students throughout the year. Categories include, highest attendance, highest punctuality, Top Dojo points and student of the year, to name a few.

NB: Certificates and other special awards can be awarded by members of staff at their own convenience.

COMPETITIONS

At Jamia, we have a number of subject based competitions planned each year. These competitions build a motivated and enthusiastic atmosphere in the school which encourages high achievements; competitiveness; sense of pride; maturity; and excellent conduct. Competitions are based around a topic; subject; or theme. These are either year group based or KS3/KS4 based, while some are whole school competitions. Some common competitions include:

- Football
- Table Tennis
- Qiraat / Quran
- Nasheeds
- Art
- Health Week Smoothies
- Recycling
- Animation creating (Computing)
- Poetry

DISPLAY

Children's work will be presented in such a way that it will be obvious to any visitor that we are proud of success whether it is in quantity or quality of effort. Displays can:

- create a sense of belonging;
- enhance learning;
- motivate towards further learning;
- aid recall;
- invite children to be interactive;
- stimulate further thinking;
- help children make connections between concepts;
- celebrate and affirm success;
- remind of rules and behavioural codes.



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MARKING POLICY

Within class the marking will be used to build on success and encourage by its comments. (See Marking Policy)

TARGETS

Teachers agree individual group and whole class targets with the pupils at the start of each term.

SHARING

In recognition of a particular task or behaviour pupils may share their success with others, for example, with:

- the class;
- the neighbouring class or teacher;
- the Head Teacher/SLT;
- a chosen adult.

The next level of sharing may be with the whole school at our weekly assembly. The child will have the choice to come forward or to have their praiseworthy activity described by an adult.

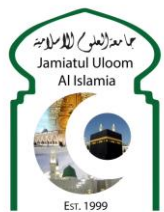
SANCTIONS

If a child breaks any of the agreed rules there may be a sanction. It is our belief that sanctions consistently and firmly applied will result in boundaries being clearly drawn and therefore good behaviour promoted. It is important to remember that criticism is always towards the behaviour and not the child.

Failure to comply with the Code of Conduct or the School Rules will result in the imposition of one or more of the following sanctions as appropriate.

Reasons for Students Getting Detentions

- General Misbehaviour
- Using the ICT room or computers inappropriately
- Fighting
- Use of abusive or foul language
- Coming to school late frequently without a valid reason
- Coming in late to lessons without a valid reason
- Forgetting homework / Insufficient homework
- Showing an unacceptable attitude towards others or towards learning
- Bullying of any type
- Anything in which staff regard as disruptive, unacceptable and against the school rules



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- Disruption to others' learning
- Misbehaving in class or anywhere in the school premises

NB: After-School detentions are given 24hrs notice prior to the detention. Parents must be informed via the phone call, text message or letter. A maximum of 10min after-school detention may be issued without notice.

TRUANCY, LEAVING SCHOOL WITHOUT PERMISSION, AVOIDING LESSONS ETC

Parents must be informed in writing or invited to a meeting with the Headteacher or SLT. The incident and meeting notes should be recorded and placed in the pupil's personal folder. Work missed should be made up. The pupil will be given a detention or isolation and may lead to exclusions.

DISRUPTION TO LESSONS

Minor incident – In the case of minor incidents individual teachers will use the Three R's Policy to manage these concerns. At the first instance, students will be reminded of expectations twice; then will be asked to move seats; if the disruption continues, or if the individual is causing disruption to the progress of the lesson, then the student may be removed from class for a short period and spoken to by the teacher regarding expectations. Students removed from class must have an incident report filled and handed to the Behaviour Support Leads. BSL then can take further action based on other concerns.

Major incidents – If the pupil has been involved in a serious incident, i.e. fighting, damaging school property, abusive language, vaping/smoking etc, an incident report will be completed, KS3 or KS4 behaviour support lead and SLT will be notified. Parents will then be contacted to discuss the matter further. This might result in an **Isolation** or **Temporary Exclusion** for a fixed number of days or a **Permanent Exclusion** in the case of repeated incidents or a serious misdemeanour with headteachers involvement.

ACTIONS THAT WILL RESULT IN VERBAL WARNINGS AND/OR INCIDENT REPORT

Concern	
Littering	Vandalising school property
Coming late to class	Abusive/Violent behaviour/language
Eating in class	Name calling
Lack of/No equipment	Theft
Arguing with teacher	Chewing gum
Taking other people's belongings without permission	Using/Having mobile phone during school day

NB: Staff have the discretion to reprimand and sanction students for petulance, causing disturbances, poor attitude, insufficient effort in class and other actions of a similar nature.



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school@jamialuton.org

Minor sanction may be a break or short lunch time detention. Students may also be kept after school for maximum of 10mins without parents being notified.

INCIDENT REPORTS

All behavioural concerns will be recorded on our Incident Reports tracking system. This will build a portfolio of the student to identify patterns and areas of concern. Safeguarding concerns, bullying, racial and homophobic abuse will not be recorded here. This data will be used during parents' meetings to provide support in concerned areas. The Headteacher or SLT may escalate intervention methods if too many incidents are recorded on tracker.

DETENTIONS

Jamiatul Uloom will keep detentions as a last resort. Instead, the school will try to instil the love and values of studying at Jamia and the importance of good conduct as a Muslim. On the occasion that a detention is required to be issued, a minimum of 24 hours' notice should be given for a after school detention. The parents/guardians will be notified via 3 means of notification, viz; a telephone call explaining the reason and time of incident, along with details of the time, date and duration of the detention, and/or; a notification message stating all of the above to both parents where possible. The teacher issuing the detention is responsible for all administration of the detention, including contacting the parent / guardian and supervising the detention, unless due to extenuating circumstances.

Under extenuating circumstances, a detention may be issued on the same day, i.e. without 24 hour notice. In this case, a telephone call to the parent / guardian will suffice as notification.

The detentions mentioned above are all relating to detentions above 10 minutes. Any detention for the duration of 10 minutes or under will not require notification or consent of the parent / guardian.

MINOR OFFENCES LEADING TO MAJOR OFFENCES

At Jamia, maintaining the high standards of teaching & learning; safeguarding our children & staff and the environment of the school is essential to our school culture and expectations. To ensure these are maintained, we have appointed Safeguarding, Welfare and Behaviour leads who are qualified and trained to offer the best possible support to our children. As outlined in our Rewards Policy and Disciplinary Procedures, students who work hard towards maintaining the above standards will be rewarded, and students who intentionally cause minor offences to disrupt the learning or the classroom environment will be sanctioned accordingly.





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All minor concerns will be logged on our Incident Report spreadsheet. This will be monitored by behaviour leads frequently to identify patterns or concerns. Behaviour leads will then work with the student and with any concerned teachers to overcome concerns. Any further ongoing concerns or any major concerns will involve SLT and the Headteacher.

All teachers are to follow our Three R's Policy, where students are reminded of behaviour expectations before being relocated. Any student having to be relocated from his usual seating plan will have concerns logged on the Incident Report Spreadsheet. If minor behaviour concerns continue after further reminders, student may be removed from class for up to 5 mins to reflect on behaviour. The teacher will then settle the class; set relevant tasks and then speak to the concerned student outside of class about expectations. At this stage a paper copy of Incident Report sheet must be completed and handed to Behaviour Leads to investigate. See Three R's Policy below

SUPPORT PLAN

If the student continues to misbehave and does not consistently follow classroom expectations and rules given by the teacher after periods of intervention, the student will be placed on a Support Plan and/or isolation. A support plan will help the student reflect on his progress and achievements of each lesson individually with support from the BSL. He will be given a grading by the subject teacher based on 3 set targets for the lesson. The student must then complete a reflection section at the end of the day. Support plan must be shown to both the BSL and to parents at home to discuss WWW, EBI sections each day. If the student fails to meet behaviour expectations on the Support Plan, this will be raised to Major Offences and may lead to Exclusions.



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Three R's for Classroom Management

R

EMIND
 To minimise disruptions to lesson,
 Remind the student of expectations
 x2

R

ELOCATE
 After verbal Reminders, Relocate*
 student to another seating place
 with further Reminders
 x2

R

ESPITE AND REFLECT
 Only after the above two R's, request
 the student to Respite & Reflect
 outside classroom** for a maximum of
 5mins

*Please record on Incident Report Spreadsheet
**Please complete Incident Report Form and give to KS3/4 Lead

*Please record on
Incident Report
Spreadsheet

**Please complete
Incident Report
Form and give to
KS3/4 Lead

MAJOR OFFENCES AND EXCLUSION

In the case where a Major offence has occurred, the Headteacher (after consultation with appropriate staff, parents and SLT) may at his discretion, enforce a fixed term, rather than permanent exclusion on a student immediately, pending further action. In such a case, the parents/guardians of the student will be informed by telephone and expected to collect the child from the school immediately.

Physical handling and restraining of students will only be used in extreme cases (e.g. to prevent one pupil from injuring another pupil) and staff should not touch students in aggressive fashion. All staff have been trained on physical handling and restraint.

Permanent exclusion will only be used as a last resort, in response to a serious breach or persistent breaches of the school's behaviour policy; and where allowing the student to remain in school would seriously harm the education or welfare of the student or others in the school. These breaches could be while physically present in the school or digitally outside school.

Major offences that warrant fixed-term exclusion

- Persistent breach of the school's policies





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- when allowing a pupil to remain in school would seriously harm the education or welfare of the pupil concerned, or the education and welfare of others in school.

Fixed-term exclusions will be set for 1-3 days in usual circumstances as the school wishes to avoid interrupting the pupil's education routine for too long, which makes his re-integration more difficult.

Serious offences that warrant permanent exclusion

- serious actual or threatened violence against another pupil or a member of staff
- sexual abuse or assault
- persistent bullying
- racial harassment
- supplying illegal substances such as drugs, cigarettes, vapes etc
- carrying an offensive weapon

Whilst exclusion may still be an appropriate sanction, the Headteacher will take account of any contributing factors that are identified after an incident of poor behaviour has occurred. For example, where it comes to light that a pupil has suffered bereavement has mental health issues or has been subject to bullying. When considering whether or not to exclude a child the Headteacher will consider mitigating and aggravating factors that apply in the circumstances of the case e.g. mental wellbeing, provocation or other circumstances.

EXCLUSION PROCEDURE

The Headteacher (or delegated senior teacher) will explain the decision to the child with the parent(s) and/or guardians present and will write a letter or arrange a meeting with them without delay (on the first day of the exclusion) informing them of:

- the reason for the exclusion and the circumstances, including the steps taken to avoid it
- the length of the exclusion
- if the exclusion is up to five days or more, additional work (alongside regular homework tasks) will be provided via Google Classroom for the student to engage in learning at home.
- A return to school meeting will be held following the expiry of the fixed term exclusion and this will involve the Headteacher or a senior member of staff and other staff where appropriate.

Internal Exclusions

Internal exclusion is a process within the school and is used to isolate the student from the rest of the class, for disciplinary reasons and in accordance with this policy. It is not a legal exclusion so excludes legislation and the DfE guidance on exclusion from school do not apply. Student will complete all



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work scheduled for the day according to the timetable, which will be provided by teachers with instructions.

Internal exclusion is a planned strategy. Its aim is to reduce formal exclusions by ensuring more effective responses to inappropriate behaviour in school. Internal exclusions will be monitored in the same way as incidents in general. Evidence of regular internal exclusions will prompt further dialogue with parents/carers. It may also trigger further discussions about the need for enhanced support if the child has additional or special needs.

Peer on Peer abuse (child on child)

All staff should be aware that behavioural issues can manifest themselves via peer on peer abuse. This is most likely to include, but may not be limited to:

- Bullying (including cyberbullying)
- Physical abuse such as hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm
- Sexual violence, such as rape, assault by penetration and sexual assault
- Sexual harassment, such as sexual comments, remarks, jokes and online sexual harassment, which may be stand-alone or part of a broader pattern of abuse
- Up-skirting, which typically involves taking a picture under a person's clothing without them knowing, with the intention of viewing their genitals or buttocks to obtain sexual gratification, or cause the victim humiliation, distress or alarm.
- Sexting (also known as sharing nudes or semi-nudes)
- Initiation/hazing type violence and rituals

All staff should be aware that these kinds of behavioural issues is abuse and peer on peer abuse will never be tolerated or passed off as "banter", "just having a laugh" or "part of growing up". Furthermore, they should *recognise the gendered nature of peer on peer abuse (i.e. that it is more likely that girls will be victims and boys' perpetrators), but that all peer on peer abuse is unacceptable and will be taken seriously.*

In order to minimise of behaviours that can lead onto the risk of peer on peer abuse the school:

- Provides a developmentally appropriate PSHE and RSE curriculum which develops pupils' understanding of acceptable behaviour and keeping themselves safe. (E.g. Anti-Bullying/Cyber Bullying Week, Online Safety workshops, CSE and CCE assemblies, etc)



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- Have systems in place for any student to raise concerns with staff, knowing that they will be listened to, believed and valued. (Form Tutors, KS3 and KS4 Behavioural and Welfare Leads)
- Ensure victims, perpetrators and any other child affected by peer on peer abuse will be supported (using Form Tutors and KS3 and KS4 Behavioural Leads to provide support and monitoring, creating and reviewing welfare files, parent meetings, etc.)
- Develops robust risk assessments where appropriate
- Have relevant policies in place (e.g. behaviour policy).

Where there is an allegation or concern that a child has behaved in such a way, staff should follow the procedures and protocols outlined in this policy as well as in the school's Child Protection Policy.

Serious violence

All staff should be aware of indicators and behaviours, which may signal that children are at risk from, or are involved with serious violent crime.

- Increased absence from school
- Change in friendships or relationships with older individuals or groups
- Significant decline in performance
- Signs of self-harm or significant change in wellbeing
- Signs of assault or unexplained injuries
- Unexplained gifts/new possessions

Where there is an allegation or concern that a child has behaved in such a way, staff should follow the procedures and protocols outlined in this policy as well as in the school's Child Protection Policy.

Child Sexual Exploitation (CSE) and Child Criminal Exploitation (CCE)

Both CSE and CCE are forms of abuse and both occur where an individual or group takes advantage of an imbalance in power to coerce, manipulate or deceive a child into sexual or criminal activity.

Where there is an allegation or concern that a child has behaved in such a way that can lead onto CSE and CCE, staff should follow the procedures in the school's Child Protection Policy and inform the DSL or Deputy DSL immediately.



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Mental Health

All staff should be aware that mental health problems can, in some cases, be an indicator that a child has suffered or is at risk of suffering abuse, neglect or exploitation. Only appropriate trained professionals should attempt to make a diagnosis of a mental health problem. Staff however, are well placed to observe children day-to-day and identify those whose behaviour suggests that they may be experiencing a mental health problem or be at risk of developing one.

If staff have a mental health concern about a child due to his behaviour, immediate action should be taken by following the procedures in this policy and speaking to the schools DSL and Welfare Lead.

UNIFORM

Our uniform policy is based on modesty and is based on the beloved Sunnah of Rasulullah (Sallallahu Alaihi Wasallam). Students are to wear a white Jubbah/Thowb and a hat (topi) or Amaama.



- Plain white Jubbah/thobe (No hoods or embroidery)
- Jamia fleece zipped jumper (order from uniform shop)
- Plain white hat/topi

Students will not be permitted to wear caps, beanie hats, bandana or any other form of headgear within the school building. Clothing should not be so tight that it reveals the figure; rather, it should be loose and comfortable.

Pictures, images or large logos, i.e. people, animals, faces, slogans etc, are not permitted. Clothing must be above the ankles at all times.

Students should ensure that their clothing is clean and presentable at all times. Please have spare sets of clothing available at home to avoid coming to school with incorrect uniform. Incorrect uniform may lead to students being sent home, unless parents can arrange to bring in correct clothing to the school.



P.E KIT

Students will be involved in PE lessons every week, throughout the year. PE sessions will take place on grass fields and on concrete play areas. All students must bring PE clothing's listed below for every PE session. Students

may wear these garments underneath their uniform, but must have spare pairs to change into.



1.	T-shirt / Jumper
2.	Tracksuit bottoms
3.	Spare socks
4.	Astro turf boots*

*Shoes or trainers will not be accepted for PE sessions.

HAIRCUTS

Students' hair must be of one level at all times and should not be fashioned or designed in such a way that the hair is not of one level, including sideburns. **Students will be sent home** to correct inappropriate haircut and cannot return to school until corrected.

EQUIPMENT

Students should have two sets of equipment. One should be kept at home for home-study, and a second set kept in school for lessons. Equipment list:

Pen	Sharpener
Pencil	Pencil case
Ruler	Rubber
A spare set of all daily equipment	Hifz / Quran Diary
Casio Calculator fx-991CW	Full geometry set
Text books for subjects studied on the day	Exercise books for subjects studied on the day
Any piece of equipment or item specified for a subject	

Mobile phones

To minimise disruption to lessons and potential theft or damage, students are not permitted to bring any digital or electronic devices including mobile phones & smart watches to school. For emergency reasons, if parents request via letter/email, only a basic phone without smart features or camera may be permitted. This must be handed into the school office at the start of the day and can be collected at the end of school day. If students are found with a phone/device in possession during school hours, this may be confiscated until



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end of term. Device may only then be collected by parent or guardian. The school will not be held responsible for any loss or damage occurred in school.

HOMWORK AND GOOGLE CLASSROOM

All students should receive Homework once every 2 weeks from all subjects. GCSE students may receive weekly homework to help with exam preparations. Homework tasks will be mainly given using our online platform, Google Classroom. All students will be provided with login details when they start. Parent/guardian are requested to monitor online work and ensure these are being completed and returned every week.

Homework Policy

PER HALF-TERM

2 MISSED H/W = REMINDER MESSAGE TO PARENTS

5 MISSED H/W = MEETING WITH STUDENT & PARENTS*

7 MISSED H/W = £20 FINE

9 MISSED H/W = ISOLATION

12 MISSED H/W = SUSPENSION

*STUDENTS MAY BE ISOLATED OR SUSPENDED IF 2 PARENTAL MEETINGS ARE HELD OVER A FULL TERM.

HOMWORK ROTA

Homework will be provided in both digital and written formats in alternating weeks. Students and parents are provided with a yearly homework rota which indicates when homework is required to be completed digitally and when computers are not required. This will alternate every two weeks. Parents can use this calendar to help monitor their child's online activity and plan digital use better.

ELECTRICAL EQUIPMENT

Students are permitted to bring one mobile phone into the school, which has to be submitted at the beginning of the school day and will be returned at the end of the school day. The device must not have a camera or smart features. Mobile phones are not permitted to be kept by a student during the school day. No other form of electrical equipment is permitted in



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the school, including mp3s, mp4s, ipods, smartwatch or any other personal device of a similar nature. Students may be permitted to bring smartphones for selective school trips. This will be clearly announced to the students prior to the trip date.

ATTENDANCE AND PUNCTUALITY

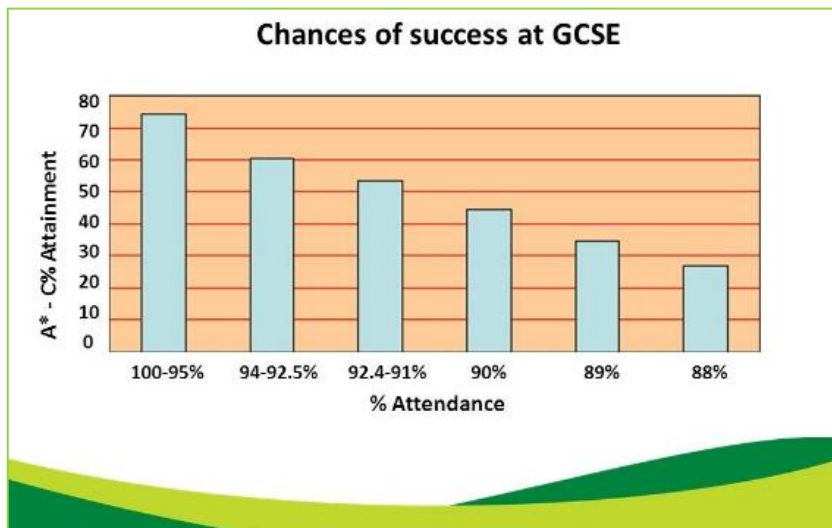
ATTENDANCE

All pupils are expected to maintain a disciplined approach to attendance and punctuality. The school expects **95% attendance** and punctuality from every student or order to improve their chances of better grades. Students with the highest attendance & punctuality will be included in our end of year rewards trip as recognition.

If you are absent, your parent/guardian must contact the school by 8:45am on the day of absence. This can be done by telephone, email or by sending a text message to the school mobile. If you are absence for 3 days or more, you must provide a doctor's note upon your return.

For scheduled appointments, you must provide Jamiatul Uloom Al Islamia with an appointment card prior to your appointment date.

Failure to comply with these procedures will result in "unauthorised absences" and sanctions will apply.



You are less likely to achieve good grades if your attendance is poor.



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PUNCTUALITY

Students must attend school on time to avoid missing out on important lesson times. These lost minutes count towards how much time is lost in the year, which ultimately will affect your progression and exam grades.

It all adds up! Minutes late each day will mean many days lost each year.

Late per day (mins)	Minutes lost per year (based on mins late p/day)	Number of lessons lost each year due to lateness
5	975	19.5 lessons
10	1950	39 lessons
15	2925	58.5 lessons
20	3900	78 lessons
25	4875	97.5 lessons
30	5850	117 lessons

Simple Fact: lost minutes = lost learning

Students who are late to school frequently will have parents invited for a meeting with Jamia Attendance Officer. This may escalate to fines, isolations and suspension if further concerns. Please refer to Attendance & Lateness Policy.

BREAK & LUNCH TIMES

You are to bring packed lunch to school. Jamia provides heating facilities for you to warm up your food. We strongly recommend a healthy diet and encourage you to avoid bringing in fast food and fizzy drinks. The school also has a tuck shop where you can purchase snacks and drinks. Please discuss allergies clearly before enrolment.

During break and lunch times, you will have your designated area of play and recreation throughout the week, which include the outdoor play area, patio, the ICT suite and the Games Room. Students are not permitted to leave the school premises during lunch, unless authorised

WET WEATHER

During wet weather, the teacher supervising will judge if outdoor play areas can be used safely. If outdoor play areas are deemed to be dangerous, students allocated for those areas will instead be in the Masjid hall. Indoor play areas can be offered to students as an alternative if no other classes are present.



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ACTION TO SUSTAIN AN EFFECTIVE POLICY

Staff will:

- be watchful and observe the social relationships between pupils
- keep records of any incidents and take action as appropriate
- discuss with colleague's potential problems or trigger factors

APPLICATION

This Behaviour Policy is for all of our school community. If it is to be effective everyone must use it with confidence and consistency. There may be occasions when special rules need to be applied, e.g. Science, PE or Art lessons, on school visits, but the same principles of promoting good behaviour through the policy will always apply.

MONITORING, REVIEW AND EVALUATION

This policy will be monitored regularly to check effectiveness and to ensure that it is an active policy. All concerned parties will be kept informed of any review and action that will need to be taken. The areas targeted for review will be:

1. The aims - are they still valid?
2. Rules - are they still pertinent and being applied consistently?
3. Reward/sanctions - are they appropriate and do they act as incentives/disincentives?

Conclusions

This document has been written for the staff and students of Jamiatul Uloom Al Islamia as we seek to promote good behaviour in our school.

Date of last review: June 2026

Date of next review: June 2027

Review period: 1 year