



Ain Al Khaleej Student Behavior Policy

AAKPS Behaviour Management Committee

Principal:

Mr. Raed Al Qasrawie

Vice Principal:

Ms. Samar Elhamalawy

Heads of Section:

Suhad Samara

Marcia Harker

Teacher:

Dr. Vikram and Mr Alaa (American Section)

Hassan and Rawia (MOE Section)

Social Workers:

Mashael Alameri

Sara Al Balooshi

Hall Supervisors:

Belal Tawfik

Mohammed Monsour

Keisalba Tupi

Nourhan Smeda

(September 2025 | Version 1.2 | ADEK School Student Behavior Policy)

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Purpose:

Student Behaviour policy (**Student Code of Conduct**) was created based on the Ministerial Decree No. (619) dated 2017's and is explicitly aligned with the **ADEK School Student Behavior Policy (v.1.2, September 2025)

Policy on Managing Student Behaviour in General Education Institutions state:

Total Behaviour scores

Total Behaviour Score is a set of estimates that monitor the student's overall positive and exemplary behaviour and is expressed in a numerical value of (100) marks at the end of the school year. It encompasses:

1. (20) marks of exemplary behaviour - granted by assessing the personal attributes of the student motivating them to enhance it and achieve the highest possible levels of positive behaviour indicators according to the criteria specified (in Article 6) within the following **four commitments to values and traditions**:

- Commitment to values and traditions (5 marks)
- Commitment to the school's regulations and rules (5 marks)
- Good performance and participation in activities (5 marks)
- Personal care and interest in appearance (5 marks)

2. (80) marks of positive behaviour - expected of all students and negatively affected by deduction according to the behaviour score and offences included in the following four categories:

- A. Minor offences of the first degree, weighing (4) marks each
- B. Moderate offences of the second degree, weighing (8) marks each
- C. Serious offences of the third degree, weighing (12) marks each
- D. Extremely serious offences of the fourth degree, weighing (20) marks each.

(Article 5, p. 08)

Ain Al Khaleej School will fully implement Article 7 from the Policy on Managing Student Behaviour in General Education Institutions for **rewarding positive behaviour** which state:

1. The positive and exemplary behaviour of learners is rewarded in accordance with their age, school grade, mental and physical abilities, and in a variety of other ways, as described in Appendix B herein, given that the following policies should be taken into consideration when applying the procedures for promoting positive and exemplary behaviour:

- Each learner shall be deemed to have positive and exemplary behaviour under this policy.
- Reward should be done by direct praise for positive and exemplary behaviour.
- Equal opportunities are provided to all students to reward their positive and exemplary behaviours.
- Reward should correlate in its type and degree with the behaviour to be rewarded.
- Reward should be focused on the behaviour of the student and not on his/her personality.
- The methods of reward should vary between moral, material and educational rewards.

(Article 7, p.13)

Ain Al Khaleej School will fully implement Article 8 from the Policy on Managing Student Behaviour in General Education Institutions for **Offenses of behaviour** which state:

Behavioural offences are classified into four levels according to their degree, seriousness and impact on the student, the educational environment and society in general. Their respective procedures are implemented according to this policy, each of which shall be documented according to the approved systems and models and shall be managed in accordance with the educational systems.

1. Offences of the first degree (minor) - (1) marks each.

No.	Description of the offences
1.1	Failing to attend classes on time repeatedly without an acceptable excuse.
1.2	Non-compliance with the school uniform (regular or PE) without an acceptable excuse.
1.3	Not bringing books and other resources for school without an acceptable excuse

1.4	Not following the school's rules as stated in the Student Code of Conduct, both inside and outside the classroom (e.g., eating during class or assembly without permission, not staying calm/disciplined during class time, making inappropriate sounds inside or outside the classroom, not dressing modestly, sporting inappropriate haircuts, if applicable).
1.5	Sleeping or eating during class time or during the morning assembly without justification or permission (after verifying the student's health status).
1.6	Not complying with the completion of homework (if applicable) and assignments in a timely manner, if applicable
1.7	Misuse of digital devices in school (e.g., playing games, viewing social media, messaging, using head/earphones in the classroom without justification or permission).
1.8	Any other forms of misconduct similar to the above as per the discretion of the Behavioral Management Committee.

2. Offences of the second degree (mild) - (2) marks each

No.	Description of the offence
2.1	Repeating a first-degree offence
2.2	Leaving or entering the classroom during class time without permission
2.3	Not attending mandatory school activities and events without an acceptable excuse
2.4	Physical fighting, inciting quarrels, threatening, or intimidating peers in the school
2.5	Acting or appearing in a manner that contradicts the <i>ADEK School Cultural Consideration Policy</i> .
2.6	Causing minor damage to school property (e.g., writing or sticking gum under tables or on bus seats, minor tampering with the alarm bell or elevators).
2.7	Taking out and/or using mobile phones at school without permission or in the case of emergency
2.8	Verbally abusing or insulting any member of the school community (including visitors).
2.9	Using, promoting, possessing, and/or distributing tobacco and other tobacco-derived products and paraphernalia such as shisha, e-cigarettes/vaping, etc., lighters, and pipes on the school premises, on the bus, or during school activities offsite.
2.10	Refusing to follow any reasonable safety instructions in line with the <i>ADEK School Health and Safety Policy</i> .

2.11	Any similar offences at the discretion of the Behaviour Management Committee at the school.
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3. Offences of the third degree (serious) - (5) marks each

No.	Description of the offence
3.1	Repeating a second-degree offence
3.2	Bullying, intimidation, harassment, and/or abuse of members of the school community, including defaming them on social media.
3.3	Fabrication, falsification of documents, and Impersonation.
3.4	Academic dishonesty/plagiarism (including cheating in exams or falsely taking credit for individual work).
3.5	Leaving the school premises without permission.
3.6	Seizure, destruction, and/or vandalism of school property.
3.7	Setting off or activating the school's fire alarm or fire extinguishers.
3.8	Seizure, destruction, and/or vandalism of the school bus (including all furnishings), including causing harm to the driver, supervisor, and/or other road users.
3.9	Assaulting others in the school, on the bus, or during school activities offsite, without causing injury to the victim.
3.10	Driving a vehicle recklessly inside or around the school premises, and not following the security and safety instructions.
3.11	Capturing, possessing, viewing, or distributing media (audio, images, videos, etc.) of staff and students taken without consent.
3.11	Any other forms of misconduct similar to the above as per the discretion of the Behavioral Management Committee.

4. Offences of the fourth degree (extremely serious) - (20) marks each

No.	Description of the offence
4.1	Repeating a third-degree offence
4.2	Using forms of communication (e.g. social media, digital devices) for unlawful or immoral purposes, or in a manner discrediting the school and members of the school community.
4.3	Possessing, using, or distributing weapons or objects used as weapons (e.g. arms, blades), or their equivalent, on the school premises, on the bus, or during school activities offsite.
4.4	Committing sexual assault (including engaging in sexual harassment) inside the school, on the bus, or during school activities offsite.
4.5	Assaulting others in the school, on the bus, or during school activities offsite, and causing injury to the victim.
4.6	Theft and/or engaging in its cover-up.
4.7	Capturing, possessing, viewing, or distributing information/media (audio, images, videos, etc.) with unlawful content (e.g. pornography, terrorist/extremist videos).
4.8	Leaking exam questions or engaging in related activities.

4.9	Setting fire to the school premises.
4.10	Insulting political, religious, or social figures in the UAE.
4.11	Using, promoting, possessing, and/or distributing alcohol, narcotics, medical drugs, or psychotropic substances, on the school premises, on the bus, or during school activities offsite.
4.12	Disseminating or promoting culturally inappropriate ideas/beliefs that go against the laws of the UAE with malicious intent, as per the <i>ADEK School Cultural Consideration Policy</i> .
4.13	Intrusive and/or illegal digital activity on school IT systems (e.g., hacking into school accounts, installing unauthorized software).
4.14	Trespassing on school premises after school hours.
4.15	Persistent bullying, intimidation, harassment, and/or abuse of members of the school community, including defaming them on social media.
4.16	Any other forms of misconduct similar to the above as per the discretion of the Behavioral Management Committee.

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Behavioral Management Committee:

Schools shall form a Behavioral Management Committee.

1. The committee shall consist of a minimum of 4 members, including at least the following:
 - a. The Principal (and/or their delegate).
 - b. A member of the teaching team.
 - c. A member of the social care team (e.g. social worker, counsellor, wellbeing committee or lead) or any other member at the school's discretion.
 - d. The Child Protection Coordinator. If this role is filled by a member of the social care team, the committee can consist of just 3 members, if the school chooses.

2. The committee shall review and discuss student behavioral concerns, provided that disciplinary actions by the committee must be fair and equitable to all students without exception. All disciplinary actions shall be appropriate to the student's age and ability and the severity of the misconduct as per the levels identified.

3. The committee members shall be available to convene at any given time to issue decisions and resolutions, in accordance with the urgency of the situation.

AAKPS Behavioral Management Committee:

Principal:

Mr. Raed Al Qasrawie

Vice Principal:

Ms. Samar Elhamalawy

Heads of Section:

Suhad Samara

Marcia Harker

Teacher:

Dr. Vikram and Mr Alaa (American Section)
Hassan and Rawia (MOE Section)

Social Workers:

Mashael Alameri
Sara Al Balooshi

Hall Supervisors:

Belal Tawfik
Mohammed Monsour
Keisalba Tupi
Nourhan Smeda

Preventive Mechanisms:

AAKPS ensures that their student behavior policy outlines the mechanisms by which students are offered appropriate opportunities and guidance to identify the motivation behind their actions and rectify any negative behaviours' before disciplinary action is taken (see Section 6. Support and Interventions).

Disciplinary Actions:

AAKPS ensures that their student behavior policy outlines acceptable disciplinary actions, with descriptions of how each action is to be carried out, the stakeholders involved, and the internal escalation process.

1. Schools are permitted to use any of the following disciplinary actions, provided they are proportionate, age-appropriate, and in line with Figure 1. Staging of Disciplinary Procedures:

- a. Discussion with the student and/or parents
- b. Formal and recorded meetings with the student and/or parents
- c. Verbal warning
- d. Written warning to parents
- e. Temporary or permanent removal from a class/group, under appropriate supervision (onsite suspension)
- f. Loss of school privileges
- g. Temporary or permanent confiscation of personal items belonging to the student if inappropriate (e.g., a mobile phone or music player) with a resolution by the Behavioral Management Committee
- h. Supervised detention during break, lunch, and/or after school (with parental consent)
- i. Supervised restorative community work
- j. Temporary exclusion of the student from school premises (offsite suspension)
- k. Permanent exclusion of the student from school via the withdrawal/cancellation of their enrolment (expulsion)

2. AAKPS forbids the use any of the following methods as disciplinary actions:

- a. Corporal punishment (e.g., the use of physical force as a means of discipline or punishment with the intention of causing bodily pain or discomfort, however slight; in line with the *ADEK School Student Protection Policy*)
- b. Disclosing personal information about a student without their consent (e.g., medical status, financial status, family affairs)
- c. psychological punishment (e.g., verbal abuse, issuing threats)

- d. locking a student inside the school premises
- e. seizing the student's personal belongings without having a resolution by the Behavioral Management Committee
- f. lowering or threatening to lower the student's academic grade/score
- g. punishing a group for an individual's misconduct
- h. Imposing additional schoolwork
- i. mocking, insulting, or demeaning the student in private or in public
- j. preventing the student from using washroom facilities or consuming water and food
- k. detention outside of official school hours without parental consent

Disciplinary Procedures:

AAKPS ensures that their policies outline clear and staged disciplinary procedures to address student misconduct, in line with **Staging of Disciplinary Procedures**. Schools are permitted to practice leniency in issuing disciplinary measures but have a right to implement procedures as per **Staging of Disciplinary Procedures**. Schools shall use the appropriate guidance and disciplinary actions to encourage students to understand why their behavior is unacceptable and how to behave better in the future. In their response to incidents of student misconduct, AAKPS shall take into consideration the student's individual circumstances and personalities, including the social, emotional, and psychological factors that may underlie a student's behavior. Managing students' misconduct must be consistent with the following:

1. In all cases of misconduct, the first approach shall always be focused on understanding possible factors contributing to the student's behavior providing related support where possible and reinforcing positive behavior to encourage students to take ownership of their actions.
2. Throughout the disciplinary process, AAKPS shall monitor, document, and provide students with ongoing support to focus (whether through the school counsellor or the in-school specialist) and other forms of support (e.g., social worker), as required, throughout the disciplinary process.
3. AAKPS shall deal with misconduct that can be categorized as maltreatment (e.g., physical abuse, bullying, sexual abuse) in line with the maltreatment reporting procedure in the *Handling Student Maltreatment Concerns within Educational Institutions* (DAA Child Protection Committee, 2024).
4. AAKPS shall involve law enforcement authorities as appropriate where misconduct is illegal as per the latest applicable laws in the UAE.
5. AAKPS shall ensure that, where disciplinary procedures are being exercised in relation to students with additional learning needs, the Head of Inclusion shall be consulted to determine appropriate disciplinary action.
 - a. AAKPS ensures that any underlying special educational needs affecting behavioral regulation are considered in determining appropriate disciplinary action.
 - b. AAKPS develops a Documented Learning Plan (DLP) and/or Risk Assessment to manage instances where students with additional learning needs cannot regulate their behavior in a similar manner to their peers due to an underlying need.
 - c. AAKPS provides sufficient guidance to students to ensure continued learning during supervised detention and/or suspension periods.
6. As there is an obligation to re-enrol all students as per the *ADEK School Student Administrative Affairs Policy*, where a school fails to re-enrol a student who has faced disciplinary action in the

previous year, this is classified as expulsion. AAKPS shall therefore seek approval from ADEK (see Section 4.9 Approval for Expulsion).

- a. Receiving schools shall not deny admission on the grounds of a student's behavioral history.
- b. AAKPS shall support students in exercising their right to seek advice and support during suspension or supervised detention.
- c. AAKPS is not permitted to use misconduct by parents as grounds for disciplinary action against a student.

Level of Misconduct	Occurrence			
	First Time	Second Time	Third Time	More than Three Times
Level 1	Verbal Warning Discuss the expected change in behavior with the student.	Written Warning Notify the parent in writing about the student's misconduct.	Written Warning Notify the parent in writing and hold meeting(s) with them to agree on a reasonable joint home-and-school strategy. The parent is required to sign an undertaking to support the agreed strategy.	Written Warning Notify the parent in writing and summon the parent together with the Behavioral Management Committee to agree on how to implement a set of strategies aiming at reducing the negative behavior.
Level 2	Written Warning Instruct the student to sign an undertaking not to repeat the offense. Summon the parent, who is required to sign an agreement to support their child in reforming their behavior.	Onsite Suspension Temporarily suspend the student up to 2 days and assign the student supervised study assignments inside the school with a notification to the parent. Notify both the student and the parent of a second written warning. Notify the Behavioral Management Committee to agree to a set of strategies for reforming the student's behavior. The parent is required to sign an undertaking to support the agreed strategy.	Onsite Suspension Temporarily suspend the student up to 3 days and assign the student supervised study assignments inside the school. Issue a final warning in writing to the student and the parent. Notify the Behavioral Management Committee to agree to a final set of actions for reforming the student's behavior. The parent is required to sign an undertaking to support the agreed strategy.	Expulsion Immediately suspend the student offsite until the end of the investigation for a maximum of 5 days, with a notification to the parent. The Behavioral Management Committee shall evaluate the evidence and agree on a set of final disciplinary actions which may include expulsion. After following the prior steps, if the student continues to repeat the offense, the school is permitted to apply to ADEK to expel the student. In making an application to ADEK, the school shall include evidence that all the prior stages have been followed, including proof of having provided sufficient support and counselling as per their behavior strategy.
Level 3	Onsite Suspension Immediately suspend the student inside the school. The Behavioral Management Committee shall evaluate the evidence and determine disciplinary actions. The school shall summon the parent immediately to inform of the disciplinary action and the requirement to sign an undertaking to support the agreed strategy.		Offsite Suspension Immediately suspend the student offsite until the end of the investigation for a maximum of 5 days with a notification to the parent. The Behavioral Management Committee shall evaluate the evidence and agree on a set of final disciplinary actions. Provide the student and the parent with a final written warning. Summon the student and the parent to the school to	Expulsion Immediately suspend the student offsite until the end of the investigation for a maximum of 5 days with a notification to the parent. The Behavioral Management Committee shall evaluate the evidence and agree on a set of final disciplinary actions which may include expulsion. After following the prior steps, if the student continues to repeat the offense, the school is permitted to apply to ADEK to expel the student. In

present the Committee's decision.

making an application to ADEK, the school shall include evidence that all the prior stages have been followed, including proof of having provided sufficient counselling as per their behavior strategy. The Behavioral Management Committee shall evaluate the evidence and agree on a set of final disciplinary actions which may include expulsion. After following the prior steps, if the student continues to repeat the offense, the school is permitted to apply to ADEK to expel the student. In making an application to ADEK, the school shall include evidence that all the prior stages have been followed, including proof of having provided sufficient support and counselling as per their behavior strategy.

Level 4

Offsite Suspension

Immediately suspend the student offsite until the end of the investigation with a notification to the parent.

The Behavioral Management Committee shall evaluate the evidence and agree on a set of disciplinary actions and a corrective plan.

Expulsion

Immediately suspend the student offsite until the end of the investigation for a maximum of 5 days with a notification to the parent.

The Behavioral Management Committee shall evaluate the evidence and agree on a set of final disciplinary actions which may include expulsion.

After following the prior steps, if the student continues to repeat the offense, the school is permitted to apply to ADEK to expel the student. In making an application to ADEK, the school shall include evidence that all the prior stages have been followed, including proof of having provided sufficient counselling as per their behavior strategy.

AAKPS Student Behavior Appeal Process

This appeal process outlines the steps for parents or guardians to formally contest decisions made by AAKPS's Behavioral Management Committee regarding student suspensions or expulsions. It ensures transparency, fairness, and the right to be heard in alignment with AAKPS policy.

1. Appeal Timelines

To ensure timely resolution, appeals must be submitted within the following timeframes:

- Suspension Appeals:
Parents/guardians must submit an appeal within 1 working day of receiving the suspension decision.
- Expulsion Appeals:
Parents/guardians must submit an appeal within 10 working days of receiving the expulsion decision.

Late appeals will not be considered unless exceptional circumstances can be demonstrated in writing.

2. Modes of Appeal Submission

Appeals may be submitted through any of the following channels:

- **Email:** Directed to the school's designated appeal contact or administrative office.
- **Telephone:** By calling the school's main office to request an appeal meeting.
- **Face-to-Face Meeting:** By scheduling an appointment with the school's administrative office to formally lodge the appeal.

All appeals must include:

- Student's full name and grade
- Date of the disciplinary decision
- Grounds for appeal
- Any supporting documentation

3. Appeals Committee Composition

To ensure impartiality and fairness:

- An appeals Committee will be convened to review each case.
- The committee will consist of members who are not part of the original Behavioral Management Committee.
- The Principal, Vice Principal, and any staff member with a potential conflict of interest will not participate in the Appeals Committee.
- The committee will review all submitted materials, may request additional information, and will provide a written decision within a reasonable timeframe.

4. Review and Final Decision

Upon receiving an appeal:

- The Appeals Committee will consult relevant parties (e.g., teacher, social worker, counsellor) and review all submitted materials.
- A final decision—accept or reject—will be issued within:
 - 2 working days for suspension appeals
 - 7 working days for expulsion appeals
- The decision will be communicated in writing to the parent/guardian.

5. Escalation to ADEK

If either of the following occurs:

- AAKPS does not respond to the appeal within 3 working days, or
- The parent rejects the school's final decision

Then the parent/guardian is entitled to log a formal complaint to ADEK within 5 working days of the lapse or rejection.

6. ADEK Oversight

- ADEK reserves the right to investigate complaints related to suspension or expulsion only after the school has issued its final decision.
- If AAKPS fails to issue a decision within the stipulated timeframe, ADEK may intervene earlier.

Positive Handling:

AAKPS is authorized in certain circumstances, in order to maintain good order, to physically intervene to prevent students from harming themselves or others and allow staff to use reasonable force.

1. When choosing to restrain a student, all other options shall initially be considered, and positive handling shall be the last resort in managing situations. Schools are authorized to use positive handling to protect students, in circumstances such as to prevent students from:
 - a. Leaving the classroom or school premises, where allowing the student to leave would risk their safety and/or that of others.
 - b. Injuring themselves and/or others.
 - c. Damaging property.
2. Any response to extreme behavior should be reasonable and proportionate, and conducted with minimal usage of physical force and staff shall consider the risks and carefully consider any vulnerabilities of the student (e.g., vision and hearing impairment, mobility restrictions, mental health needs, medical conditions). Such conduct shall only be in accordance with the following:
 - a. The student should be in immediate danger of harming themselves and/or others.
 - b. The member of staff should have good grounds for believing this.
 - c. Only the minimum force necessary to prevent injury or damage should be applied.
 - d. Every effort should be made to secure the presence of other staff before positively handling a student, for the purpose of securing assistance or witnesses.
 - e. Once the situation is deemed to be no longer dangerous, the student should be allowed to regain self-control.
3. AAKPS is prohibited from using force as a form of punishment, which constitutes maltreatment, in line with the *ADEK School Student Protection Policy*. This is considered unlawful.

Records:

AAKPS shall keep a record of any student misconduct and actions taken by the school including root cause analyses, meetings with concerned stakeholders, intervention measures, observations of student behavioral progress, disciplinary procedures, communications (e.g., written warnings, appeals), etc. through the school social workers.

1. Level 1 misconduct shall be recorded only at the class level by the teacher (unless systems are impacted, such as lateness). The misconduct may be added to the student's file or performance report where it is repeated, or where escalation is required.
2. Level 2, 3, and 4 misconduct shall be recorded at the school level by the administration. All level 2 (on/offsite suspensions and expulsions), 3, and 4 misconduct shall be reported to ADEK.
3. AAKPS, ADEK, and any social care support providers (e.g., social workers, and counsellors) shall treat all information about students' behavior as strictly confidential.

Approval for Expulsion:

AAKPS shall seek ADEK's approval to expel a student. In making an application to ADEK, schools must provide evidence that their internal procedures have been adhered to, and these procedures are no stricter than those set out in this policy.

1. At the end of each academic year, schools shall share a list of students at risk of expulsion with ADEK, along with the history of misconduct and all intervention strategies used to deal with the misconduct.

Bullying Prevention

Policy Requirements:

AAKPS shall develop a Bullying Prevention Policy in line with the Ministerial Resolution No. (645) of 2020 on the Policy of Preventing Bullying in Private and Public Schools that Follow the Ministry's Curriculum (MoE, 2022), and in line with the *ADEK School Student Protection Policy*. This policy shall:

1. Set out the provisions for educating students and staff on how to identify bullying.
2. Establish bullying prevention strategies by developing a school-wide anti-bullying program including recognizing vulnerabilities for students with additional learning needs.
3. Clarify steps students should take when confronted with bullying behavior when they are in the position of someone who is being bullied, who is bullying, and who is witnessing the bullying.
4. Set out procedures for staff to deal with bullying behavior.
5. Describe the support and interventions provided by the school for any student identified as a victim or perpetrator of bullying (see Section 6. Support and Interventions) and in line with the *ADEK School Student Administrative Affairs Policy*.
6. Set out the disciplinary procedures that may be taken to address instances of bullying (see Section 4. Misconduct Policy and Procedure).

NOTE: AAKPS has established a system to track and monitor instances of bullying (including frequency and severity) **through AAKPS Wellbeing Committee**.

Absenteeism:

AAKPS will identify students as a "cause for concern" depending on absence rates, in line with the *ADEK School Student Administrative Affairs Policy*.

Upon identification, AAKPS shall determine if the student is at educational risk, in line with the ***ADEK School Educational Risk Policy***, or as being potential subjects of maltreatment (neglect), in line with the ***ADEK School Student Protection Policy***. Accordingly, schools are authorized to further escalate actions and develop intervention plans, in line with the ***ADEK School Educational Risk Policy*** and the ***ADEK School Student Protection Policy***, respectively.

Support and Interventions

AAKPS shall provide appropriate, focused, and supportive student-centric interventions to students who have been identified as either engaging in behaviors of concern, misconduct, or deemed to be at risk of engaging in behaviors of concern. This includes:

1. Needs analysis for causality as well as the extent of need, wherein a tiered model of support response is provided to the student, in line with the *ADEK School Inclusion Policy* and *ADEK School Educational Risk Policy*.
2. The provision of professional support to address the specific needs of the student, including counselling, in line with the *ADEK School Student Mental Health Policy*. This support shall involve engagement with parents and other relevant stakeholders (e.g., teachers) where appropriate, as well as ongoing monitoring of student progress.
3. Referral to external specialists to provide intensive, individualized, and long-term support. Where such support is provided, parents shall monitor the student's progress and periodically update a staff member nominated by the school. The staff member is authorized to share this information with relevant stakeholders on a need basis.

In cases where student misconduct has been identified, AAKPS shall take disciplinary action as appropriate and in line AAKPS Behavior Policy alongside any interventions.

AAKPS shall ensure that any support and intervention to address a student's behavior shall not reduce or replace the support available to students with additional learning needs, as outlined in their Development Learning Plan.

Schools shall develop and implement referral structures, in line with the ***ADEK School Student Mental Health Policy***.

AAKPS encourages students and teachers to identify signs of behaviors of concern in students and report them to the school administration via these structures. Where such signs are identified and reported, schools shall inform the student's parents, except in cases where not reporting to parents is in the best interest of the student (such as suspected maltreatment in home settings).

Searching, Screening, and Confiscation

Where staff and/or students are at immediate risk, principals and staff delegated by the principal is authorized to search, screen, and/or confiscate a student's possessions if they have reasonable grounds or cause to suspect that the student may be in possession of an illicit item. AAKPS is authorized to use metal detectors and mobile phone jammers, if required.

Compliance

This policy shall be effective as of the start of the Academic Year 2024/25 (Fall term). Schools are expected to be fully compliant with this policy by the start of the Academic Year 2025/26 (Fall term).

Failure to comply with this policy shall be subject to legal accountability and the penalties stipulated in accordance with ADEK's regulations, policies, and requirements, notwithstanding any other penalties imposed by Federal Decree Law No. (31) of 2021 Promulgating the Crimes and Penalties and its amendments or any other relevant law. ADEK reserves the right to intervene if the school is found to be in violation of its obligations.

Review Dates:

- **Created October 2022**
- **Reviewed June 2023**
- **Reviewed September 2023**
- **Reviewed June 2024**

- **Reviewed October 2024**
- **Updated October 2025**