



Prem Tinsulanonda International School

An International Baccalaureate Boarding and Day School
Chiang Mai Thailand

Prem Tinsulanonda International School

Whole School and Boarding Student Behaviour Policy and Procedures

Prem Mission Statement

We are a community that challenges its members to act as compassionate, knowledgeable and principled global citizens: working together for a sustainable future and inspired by meaningful relationships, continuous learning and "good thinking".

Prem Student Behaviour Policy

Student rights and responsibilities provide boarding and day students with a framework for learning and living together happily, productively, safely and peacefully. At Prem we aim to promote self-management and to positively reinforce good behavior. A major goal of this policy is to focus on student well-being and student safety.

Rights and responsibilities

Each student has the right:

- to a secure and peaceful environment
- to have sporting, creative and outdoor opportunities
- to have a voice in how the Prem community operates
- to study in a challenging and supportive academic program
- to develop leadership skills in a positive environment
- to live free from harassment, bullying and victimization from others
- to have protection, care and tolerance from others

Accompanying these rights, each student also has certain responsibilities. While on campus or at Prem activities, students are expected to comply with instructions given by any staff member and show proper respect to staff members, students and community members. Students are to demonstrate good behavior at all times, to comply with any and all school policies and not engage in any inappropriate actions. Failure to comply with these policies will lead to the students being subject to the consequences described below. This policy applies to all students.

All students are members of the school community and therefore while at school must:

- live the Learner Profile
- be friendly and welcoming
- treat other students with respect
- never engage in physical, emotional, verbal or cyber bullying
- avoid using offensive language
- be sensitive, respectful and tolerant of the beliefs and customs of others
- be honest in all matters
- be inclusive in social groups and language use
- help maintain a secure, pleasant and peaceful environment
- participate in sporting, creative and outdoor programmes to the best of their ability
- appreciate and acknowledge the skills and talents of others
- develop leadership skills by taking initiatives in the academic, sporting, CAS and/or outdoor programmes
- participate in and support the school's service programme
- study and develop their own potential to the best of their ability
- be present at school and in all scheduled classes and activities for the duration of the school day
- respect themselves and their own future by avoiding any substance abuse, and not place other students at risk either
- not participate in inappropriate sexual behaviour

Prem Student Behaviour Procedures

At Prem we aim to promote self-management and to positively reinforce good behavior. We implement an educational program aimed at promoting healthy lifestyles and making informed decision-making.

1. Whole school consequences for inappropriate behavior

Taking part in any inappropriate behavior at Prem or during Prem organised activity may result in one or more of the following consequences.

1.1 Warning:

Warnings are either verbal or written communication to students and/or parents. Such warnings will be issued by the appropriate staff or faculty member. For more serious matters the deputy principal, principal, or Director of Boarding will issue and record the warning including an account of the events and the likely consequences should the behaviour be repeated.

1.2 Written reflection

Written reflections are required of students in response to their actions at a level and in a form appropriate for the student's age.

1.3 Detention

The student will be required to remain in class or at school during morning break time or after school has ended for the day for a set time period and will complete school work.

1.4 Community service

The student will be required to perform community service in the school or local community where such an activity is an appropriate and constructive reflection activity. Any student performing community service may be excluded from extra-curricular activities, including sports for the duration of the disciplinary action. A review date will be set at the time the student is placed on community service and the specific improvement/s expected will be clearly established in consultation with both the student and parents.

If the terms of the community service are not met within the designated time period, the student may be a candidate for suspension or other measures. This does not exclude the possibility of continued community service.

1.5 Internal suspension

School: the student may be assigned an internal suspension. Such suspensions are for no more than three school days. The student will collect study material prior to the commencement of the suspension and report to the principal or his or her designee at 8:15 am. The student will be assigned to a study room from 8:15 am to 3:00 pm and will not be permitted to be involved in any extra-curricular activity on those days. The student will eat lunch at a designated time. All class work missed must be made up.

Boarding: a boarding student may be assigned an internal suspension in the boarding cluster and stay in a room that has been designated for this purpose. The student will report to the Director of Boarding or his or her designee three times each day. The student will attend school and extra-curricular activities, and will spend other time constructively by completing homework or reflection activities in the room. This internal suspension lasts for one week. As part of internal suspension the student will be grounded for a period of time appropriate to the incident.

1.6 Probation

The student may be placed on probation. Any student on probation may be excluded from extra-curricular activities, including sports. A review date will be set at the time the student is placed on probation and the specific improvement/s expected will be clearly established in consultation with both the student and parents.

A designated member of staff and the student will meet regularly to discuss progress being made. This progress may be monitored using a behavioural report card or other appropriate means. If the terms of the probation are not complied with in the designated time period, the student may be a candidate for suspension or other measures. This does not exclude the possibility of continued probation.

1.7 External suspension

The student may be assigned an external suspension for an appropriate time period during which the student is not to attend classes. Conditions for reinstatement and continuance will be clearly

established at the time the consequence is administered and communicated to the student and parents in writing. The students will not enter the campus during the time of suspension and may not participate in extra-curricular activities including sports. Parents remain liable for all tuition and fees for the period of suspension.

1.8 Long-term external suspension

The student may be assigned a long-term external suspension for the remainder of the current term or semester or for the following semester during which the student is not to attend classes. Prem will not be responsible for providing educational materials or support. Conditions for reinstatement and continuance will be clearly established at the time the consequence is administered and communicated to the student and parents in writing. The student will not enter the campus during the time of suspension and may not participate in extra-curricular activities, including sports. Parents remain liable for all tuition and fees for the period of suspension.

1.9 Expulsion:

With the approval of the Head of School it may be decided the student is not allowed to continue at Prem.

Note:

- any of the above consequences can be applied at any time and there is no implied sequence of application
- consequences 1.4 to 1.9 above can be actioned by the appropriate Deputy Principal, Principal, Director of Boarding, Head of School or designee

2. Junior School consequences for inappropriate behavior

Junior School teachers make every effort to create an environment in which children feel safe and can learn. When a child disturbs others and interferes with the learning process, the teacher may remove the child from the larger group by having him or her sit away from others or sending the child to another supervised area such as the office. The child may miss participating in enjoyable activities.

Because we believe that parents, or boarding staff in the case of a boarding student, play an important role in supporting their children in acting responsibly, the teacher, principal or Director of Boarding (for boarding students) may call or email home. Parents or boarding staff are expected to follow up. In extreme cases, school administrators may call parents or guardians to take home a child whose behavior continues to interfere with his or her own learning or that of other children.

The consequences for inappropriate behavior and not supporting the students' rights and responsibilities in the Junior School are directly related to the action, the student/s and the circumstances. The consequence will be as closely related to the infringement as possible. Repeated offences may result in time out at recess and lunch plays in conjunction with letters home or meetings with parents, Director of Boarding, or guardians to determine how to best support the child.

3. Definitions of some inappropriate actions

The *participation* by any student in any of the following actions or other actions deemed unacceptable will result in the student being subject to appropriate disciplinary measures.

3.1 Acts of violence

Acts of violence range from hitting or kicking to serious or premeditated fighting.

3.2 Bullying

Bullying is the repeated and targeted inflicting of physical, verbal, or emotional abuse on another, including but not limited to intimidation, teasing, social ostracism and exclusion, sexual harassment, threats of bodily harm, weapon possession, extortion, and assault (the threat of immediate physical harm) and battery (physical injury or offensive touch).

3.3 Cyberbullying and inappropriate social network use

Cyberbullying includes but is not limited to sending mean, vulgar, or threatening messages or images; posting sensitive, private information about another person; and maliciously pretending to be someone else. It may involve any means of information technology, including cell phones and computers. Students who post materials on websites or social network pages must consider the values and standards of the school.

3.4 Drugs, Alcohol, and Tobacco

Possession or use of drugs or chemicals such as amphetamines, marijuana, LSD, cocaine, narcotics, etc., and drugs related paraphernalia is strictly forbidden at all times on Prem premises or engaged in a school sponsored activity.

Selling or distributing controlled or illegal substances is strictly forbidden at all times on Prem premises or engaged in a school sponsored activity.

Representing look-a-like substances as illegal drugs is also forbidden and the consequences applied will be the same as for *authentic* illegal drugs.

Medication for non-medicinal purposes is prohibited and illegal. It is strictly forbidden for a student to use, be in possession of or distribute such substances. Prescription medication cannot be carried and self-administered. All medication required is to be administered by the school nurse and provided to the school's nurse with instructions for use.

The possession, distribution or consumption of any beverage containing alcohol is prohibited for any student when on Prem premises or engaged in a school sponsored activity.

Students are forbidden from the use, possession and distribution of tobacco in any form and smoking related paraphernalia at all times when on Prem premises or engaged in a school sponsored activity.

3.5 Excessive displays of affection

The school recognizes that genuine feelings of affection may exist between students, however the expressing of these feelings should not cause embarrassment or make others feel uncomfortable. Though holding hands and friendly hugging are acceptable, any form of sexual act is forbidden at all times on Prem premises or engaged in a school sponsored activity.

3.6 Pyrotechnics

Students are not to bring fireworks, firecrackers, or lighters of any type to school.

3.7 Weapons on campus

Students are not to bring to school knives, firearms, any type of weapon, or any toy that could be mistaken for a weapon.

3.8 Truancy

Students are required to attend assigned classes and do not have an option to miss classes.

3.9 Non submission of work

Students are expected to submit all assessment tasks and other major assignments to the appropriate teacher by the scheduled deadline.

4. Misdemeanours and consequences

| | Misdemeanours (include yet are not limited to): | Consequences (include yet are not limited to): |
|----------------|--|--|
| Level 1 | <ul style="list-style-type: none"> • minor swearing • isolated verbal harassment • being out of bounds • uniform breaches • minor misuse of technology • excessive displays of affection • habitual chewing of gum • regular lateness to school • not bringing necessary equipment to class • minor misuse of school equipment • non submission of work | <ul style="list-style-type: none"> • conversation • time-out • warning • written reflection • detention • community service |
| Level 2 | <ul style="list-style-type: none"> • repetition of a level 1 misdemeanor • violent acts towards others • bullying • minor vandalism • smoking • truancy | <ul style="list-style-type: none"> • written reflection • detention • community service • internal suspension: school / boarding • probation |
| Level 3 | <ul style="list-style-type: none"> • repetition of a level 2 misdemeanor • consumption or possession of alcohol • theft • serious or premeditated fighting • destruction of property • sexual harassment • possession of dangerous items • reckless driving • consumption or possession of drugs • possession or downloading of pornography | <ul style="list-style-type: none"> • community service • internal suspension: school / boarding • probation • external suspension • long-term external suspension |
| Level 4 | <ul style="list-style-type: none"> • repetition of a level 3 misdemeanor • any criminal offence • selling or distribution of drugs • sexual acts • major destruction of property | <ul style="list-style-type: none"> • external suspension • long-term external suspension • expulsion |

5. Substance abuse testing

Any student experimenting with substance abuse who desires counseling and is committed to ending such usage should meet with a counselor.

Prem, through our counselors, will assist and support students suffering from the effects of substance abuse. Information that the counselors receive regarding student drug and alcohol problems is treated in the strictest confidence, unless the health or safety of a student is involved. However, our support does not excuse students from the consequences of their actions should they breach the school's student behaviour policy.

5.1 Targeted drug testing

The school can require students to submit to drug testing by medical personnel. Parents or guardians will be informed regarding the drug testing. Random searches of lockers, personal possessions and boarding students' rooms are also permissible. Students will be tested for drugs under circumstances such as, but not limited to, the following:

- possession of drugs or related paraphernalia
- use or distribution of drugs
- circumstantial evidence suggesting involvement with drugs

If the results of the laboratory analysis are positive disciplinary action will be initiated. Failure to cooperate with testing and/or searches will result in disciplinary action as though the results were positive. The results of drug testing will be shared with the students, parents or guardians, the Director of Boarding where appropriate and relevant Prem staff.

5.2 Random drug testing

The school uses a system of compulsory random drug testing to help students avoid problems with peer pressure and to assist students who have begun experimenting with drugs to make better lifestyle choices. The school uses a hair sampling technique for maximum accuracy and all tests will be conducted at the school's expense.

If student's test is positive parents will be informed, the students will be required to undergo counseling as well as on-going drug screening at the family's expense.

The family may request to have their child re-tested if they disagree with the result at the family's expense.

If a student tests positive a second time, not including re-tests, the school reserves the right to expel the student from the school should it be deemed appropriate.

Students may choose to self-report prior to being randomly selected for drug testing. Through self reporting students will be required to undergo counseling and to participate in drug testing at the family's expense.

Students may only self-report once without receiving a disciplinary consequence.

If there is reasonable suspicion that a student has breached the substance abuse policy, senior administrators may search that student, their locker and personal belongings and boarding room in the case of a boarding student.

5.1 Targeted alcohol testing

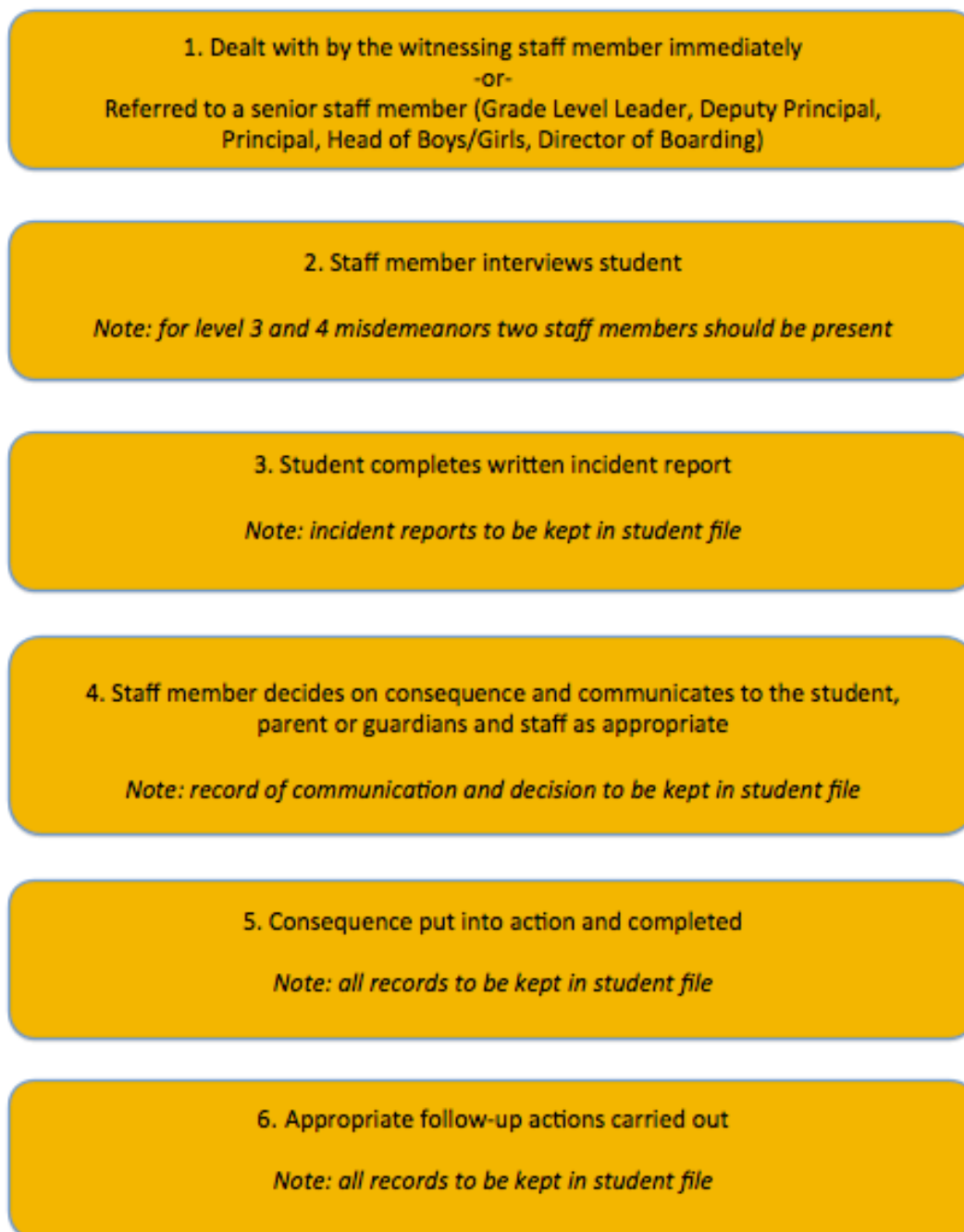
The school can require students to submit to alcohol testing by medical personnel. Parents or guardians will be informed regarding the alcohol testing. Random searches of lockers, personal possessions and boarding students' rooms are also permissible. Students will be tested for alcohol under circumstances such as, but not limited to, the following:

- possession of alcohol
- use or distribution of alcohol
- circumstantial evidence suggesting involvement with alcohol

If the results of the testing are positive disciplinary action will be initiated. Failure to cooperate with testing and/or searches will result in disciplinary action as though the results were positive. The results of alcohol testing will be shared with the students, parents or guardians, the Director of Boarding where appropriate and relevant Prem staff.

6. Discipline procedures flowchart

After a misdemeanour has occurred, the following actions will take place:



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