

PUBLIC CONDUCT

- Aiming to work seriously and to wisely use time, the student shall bring all his books, copybooks and school requirements according to the daily schedule and not to ignore any assignment or lesson in any course.
- The student must study and accomplish all his assignments, lessons and responsibilities in all courses without preferring a course more than another.
- It is forbidden that the student gets out of his class during the teaching sessions or between them unless due to an absolute necessity that the class teacher or the general supervisor takes into consideration.
- The student should enjoy respect, appreciation and affection to all his classmates, instructors and workers in the school regardless of any regional, religious, political and functional prestige.
- The student's behavior reflects his environment; therefore, we expect from him to stay away from all what forms a humiliation to the other person by means of words or conduct.
- It is not permitted to any student to use a cell phone at school regardless of the reasons.
- It is important to be engaged to the follow up and the orientation at home in order to instruct the use of the social media such as phone, Facebook, internet and others.
- The excessiveness in wasting time using the electronic media may duly leads to delinquency in performing the other assignments which is an unacceptable behavior at school.
- It is forbidden to use the social media such as the internet or the phone; in particular Facebook, for assaulting others or giving offense to Islamic or Christian beliefs or any other belief or personalities or symbols or other community categories under any title.
- It is not permitted to bring or circulate any means that harms the general academic environment or any student or employee.
- The student assumes the responsibility of giving any offense to the school's reputation and damaging it during or outside the teaching hours whether it is in the school's campus or outside it.
- It is prohibited to any student to stand up in front of the school or in the streets that surrounds it and talk to people who don't belong to the school.
- Human being is a good representative of his environment, so we turn your attention to the necessity of orienting the student to take care of his outer appearance when attending school by wearing his costume neat and tidy and to make sure that his whole body is clean, especially for the face, the hair, the teeth and the nails. We also remind you that the "Tattoo" and painting the hair and the nails are totally prohibited in our high school.
- Any contagious disease, if exists, is rapidly transferred which imposes on each one of us to pay attention and to start to protect himself.
- It is expected from the student to share in any academic meeting or party the school invites to attend including those that are held in the church's hall.
- The student must keep his/her nails short and clean in a way that goes with the school life.
- It is totally forbidden to leave the hair getting longer and to adorn it or cut it in unfamiliar styles or to have beards or to use sticky substance for any reason.
- The schoolgirl shall keep all her hair tied to the back of her head and she shall not wear makeup or dressed up.
- Smoking is totally prohibited in the school's campus or in the surrounding, and the student, from whom the smell of smoke is emitted, is prevented from attending to school.

DISCIPLINE PROCEDURES

Abuse	Classification	Least Procedure	Greatest Procedure
Bus Behavior	Inappropriate bus behavior as listed in Bus Rules	Parent Comm. Loss of bus privilege for specific period. Detention; Suspension Assigned seat on bus	Loss of bus privilege for remainder of year. Suspension /or request Expulsion
Cheating	Giving or receiving answers on test/class work	Parent Comm. Loss of grade Cancellation of test	Exclusion Suspension
Computer	Abuse Inappropriate use of computer and/or network	Parent Contact/Conf. Loss of Computer Privileges	Suspension or request Expulsion
Cutting Assigned Detention	Not reporting to assigned detention	Parent Contact/Conf. Additional Detention	Exclusion/ Suspension
Extortion	Attempt to secure money or property through threats or physical harm	Parent Contact/Conf. Suspension	Suspension/or request Expulsion
Fighting/Physical Attack on a Student	Physically pushing, hitting, or otherwise assaulting another student	Parent Contact/Conf. Suspension	Suspension for --- days/or Expulsion Police Contact
Falsification	Writing or signing documents with misleading, false, or inaccurate information	Parent Contact/Conf. Detention	Exclusion Suspension
Hall Conduct	Running, hanging around, eating, upsetting behavior, littering, in hall without pass	Parent Contact/Conf. Student Conference Detention	Exclusion Suspension

Gaming	wager on school property on any game or activity	Parent Contact/Conf. Detention	Exclusion Suspension
Play Fighting	Activities that are unacceptable in the school environment	Parent Contact/Conf.	Detention Suspension
Unsuitable Items	Radios, CD players, tape recorders, hand-held electronic games, laser pens, or other electronic devices not used for instruction	Parent Contact/Conf. Confiscate item	Confiscate item until end of school year
Inappropriate Language/Verbal Abuse/Threat	Use of profane, obscene, intimidating, or insulting language; racial, ethnic or religious slurs	Parent Contact/Conf. Written Apology Detention Suspension	Suspension or request Expulsion
Bullying	Exercise of spoken or physical threat to staff member or another student	Parent Contact/Conf. Detention	Exclusion Suspension
Insubordination by any staff member	Refusing to obey a reasonable request	Parent Contact/Conf. Detention	Exclusion Suspension
Leaving School Grounds	Leaving school grounds without parental and/or administration approval	Parent Contact/Conf.	Exclusion Suspension
Physical Attack on a Staff Member	Physical assault against any staff member or other adult, including the striking of an adult intervening in a fight or disturbance	(maximum applies)	Suspension 10 days and request Expulsion

Plagiarism	Taking credit for words or ideas of others without attribution; copying others' work and turning in as your own	Parent Contact/Conf. Loss of grade/credit	Exclusion Suspension
Portable Communications	Unauthorized possession of a communication device carried, worn or stored by an individual to receive or send messages; (pager, radio, cell phone, etc.)	Parent Contact/Conf. Confiscate the device	Suspension or Request Expulsion
Possession of Flammables	Possession of matches, lighters or any fire-starting devices or materials.	Parent Contact/Conf. Suspension	Suspension or Request Expulsion
Threats	An expression or an intention to cause pain, injury or damage	Parent Contact/Conf. Detention	Suspension or Request Expulsion
Tobacco	Possession or use of tobacco and tobacco products	Parent Contact/Conf.	Suspension or Request Expulsion
Truancy/Class Cutting	Unexcused absence from class or leaving classroom without permission	Parent Contact Detention	Exclusion Suspension
Destruction	Willful destruction of school property and /or student property	Parent Contact Suspension Police Contact	Suspension or request Expulsion Compensation
Tools Used to Cause Bodily Harm/Injury	Use of any implement to cause bodily harm/injury	(maximum applies)	Suspension or request Expulsion Police Contact