

Title: <b>OTHER CAMPUS BEHAVIOUR RULES</b>	Issue Date: 1/8/2019
School: <b>Al Ain Juniors School</b>	Revision Date: 1/7/2020
Reference No.: <b>AJB-GCD-18</b>	Version No.: <b>5</b>

## OTHER CAMPUS BEHAVIOURS

### Library

- All students of the school are members of the Library.
- Strict discipline and silence is to be observed in the library and reading room.
- A student from can borrow one book at a time.
- Library books can be issued and returned during Library period.
- Library books should be properly looked after and deposited on the due date.
- Marking, underlining, cutting, and erasing for damaging pages of the books are strictly prohibited and liable to **sanction** if the Librarian detects any such damage to the Library books.
- Test books, reference books, journals and periodicals are to be read in the Library and reading room only. These are not meant for home issue.
- A Librarian may call a book at any time in case of urgency.
- Library books are to be deposited at least one week before any vacation.
- A “No due certificate” for each student is to be obtained from the Librarian while withdrawing any student from the school.

### Staircases and corridors

When passing through staircases and corridors, students are expected to:

- Talk in moderate tones and refrain from loitering or running along passages.
- Go up and down the staircase slowly and carefully.
- Always keep right when going up and down the staircase.
- Greet teachers and elders whenever and wherever they meet them.
- Always stop to give way to school official, teachers and elders.
- Avoid passing between two persons in conversation
- Refrain from playing and eating on the staircase and along the corridor.

### Recess & Break time Behaviour

- Students will line up for the canteen in an orderly manner.
- Students will not run to get in line or cut in line.
- Students should have money ready when they get in line so they can move along rapidly.
- Eating during the recess break is a social experience. Students should hold their voices down to a polite conversation level. There should be no loud talking or shouting while waiting in line to get your food from the canteen.
- The break time for Break Fast is no time for horse play or boisterous behaviour.
- Students will sit on the benches to eat their break fast.
- Students will remain seated during eating.
- It is each student’s responsibility to throw his/her waste in the trash bin, without littering.

### Classroom parties

Students are discouraged from holding lavish parties in the classroom and bringing cakes, pastries, dishes and other cooked products during birthdays and other celebrations. Distributing chocolates and candies is, however, allowed upon informing the class teacher and/or phase coordinator.

### School Cleanliness

Students are expected to:

- Help keep their campus clean by throwing waste paper, empty bottles and crushed paper cups in the trash can.
- Make it a point to pick up any litter they see around them (in the classroom, in school grounds, in corridors)

## **School Bell**

- Students are expected to know and observe the meaning of the school bells.
- The bell in the morning rings two times. The first bell is the sign for lining-up.
- Second bell means complete silence. (Talking, reading, giggling and eating should be avoided).
- The teacher gives the signal to move when the students are ready after the assembly.

After Final Bell all students should:

- Leave their classroom and the school grounds promptly and sensibly in a line.
- Not walk in groups speaking loudly.
- Make their way to the afternoon pick up point or bus boarding area
- Be thoughtful and courteous to everyone
- Not push or shove others.
- Take care to see Junior school students walk to the bus boarding area safely

## **Lost and found articles**

- Respect the property of others
- Found articles should be brought to the Office of the Phase Coordinator/Academic Head.
- All lost articles may be claimed during recess and after classes from the same office.
- No article will be released without the proper description by the claimant.
- The school cannot be held responsible for any losses of books, bags or personal articles.
- Valuable things should not be brought to school.

## **Group learning**

- Group learning should be taken as an opportunity to learn from fellow students.
  - Every member of each group is responsible for all work.
  - If there is a disagreement, form a consensus.
  - Be constructive.
  - Be open to other members' ideas and encourage their participation.
  - Make sure no one is left out.
  - Every day one member of each group is designated as the leader of the group.
  - The leader is not in charge of the group, but simply keeps the group organized on a particular day.
  - Every has an equal chance of learning the content and abilities, and earning the group rewards for academic success, regardless of the group he or she is in.
  - Do not feel penalized academically by being placed in a particular group.
  - Do remember you as a group sink or swim together—that is, your access to rewards is as a member of an academic team wherein all members receive a reward or no member does.
- 
- Your group should spend time after the group tasks have been completed to systematically reflect upon how you worked together as a team in such areas as:
    - a) how well you achieved your group goals.
    - b) how you helped each other comprehend the content, resources, and task procedures.
    - c) how you used positive behaviours and attitudes to enable each individual and the entire group as a group to be successful.
    - d) what you need to do next time to make your groups even more successful.