

SECONDARY CYCLE

POLICY FOR MANAGING INAPPROPRIATE BEHAVIOUR

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POLICY FOR MANAGING INAPPROPRIATE BEHAVIOUR

In the event of misbehaviour, the school intervenes to correct the inappropriate behaviour in an educational manner and to guide the students to adopt the desired behaviour. The management of inappropriate behaviour in the European School of Brussels IV complies with the prescriptions of the European Schools ([General Rules of the European Schools 2014-03-D-14-en-13](#)), more particularly articles 40-44 of the General Rules of the European Schools. It is linked to the Internal Rules of the Secondary Cycle and to the Code of good conduct.

The aim of the measures taken by the school, including disciplinary measures, is to educate, to reinforce a sense of responsibility and to restore appropriate relations within the school community. By discussing and addressing students' behavioural difficulties, the school aims to help students take responsibility for their actions and their consequences, to involve them in self-evaluating their behaviour and in defining strategies to repair and improve it.

Behaviour management is a shared responsibility involving the whole school community, families and all school staff (Management, educational advisors, teachers, supervisors).

Supervisors assist teachers and educational advisors in looking after the students on the school grounds at all times. Supervision tasks should be envisaged as an integral part of the students' education. Supervisors must be pro-active in making the students aware that certain conducts are inadequate, or even dangerous to others.

Violent behaviour and vandalism must be reported to the educational advisors and to the Assistant Deputy Director of the secondary cycle for immediate attention.

The school will generally address inappropriate behaviour using a graduated approach, as explained below for information. **However, there may be exceptional circumstances where the graduated approach does not apply due to the seriousness of the situation and where it is necessary to immediately move to certain higher levels of action.**

	Examples of behaviour	Possible sanctions (non-exhaustive list)
Level All school staff	<ul style="list-style-type: none"> • Bad behaviour at school • Running/shouting in the corridors • Vulgar and inappropriate language • Inappropriate physical contact • Littering • Inadequate clothing • Misuse of the mobile phone 	<ul style="list-style-type: none"> • A reminder of the rules • Individual remark • Oral warning • Reprimand • Confiscation of the student card (given to the advisor) • Inform the advisor or class teacher (if necessary) • Confiscation of mobile phone • Create a report in the discipline file • ...
Level The teachers	<ul style="list-style-type: none"> • Disturbance • Homework not handed in • Lack of work in class • Refusal to work in class • Minor damage to school property • Lack of necessary equipment • Unacceptable behaviour (insolence, provocation, rudeness) • Misuse of the mobile phone 	<ul style="list-style-type: none"> • Reminder of the rules • Individual remark • Reprimand • Written warning • Written commitment • Extra work • Communication to parents • Meeting with the student and the educational advisor • Confiscation of the student card (given to the advisor) • Confiscation of mobile phone • Create a report in the discipline file • ...
Level Educational advisors	<ul style="list-style-type: none"> • Repeated lack of work in class • Absences from class • Repeated absences • Disruptive behaviour • Bad behaviour • Smoking at school • Misuse of or damage to school equipment or furniture 	<ul style="list-style-type: none"> • Individual meeting with student and teacher • Meeting with student and teacher/parents • Reprimand • Communication to parents • Reflection sheet • Follow-up sheet (<i>fiche de suivi</i>) • Written apologies • Written reflection on behaviour

		<ul style="list-style-type: none"> • Copying the school's Internal rules • Partial deprivation of breaks/free time • Detention • Communication to parents • Community service • ...
<p>Level</p> <p>Assistant to the Deputy Head of Secondary Cycle</p>	<ul style="list-style-type: none"> • Persistent bad behaviour • Repeated disruptive behaviour • Theft • Repeated lateness • Repeated unjustified absences • Refusal to go to detention • Damaging to equipment or facilities • Major breaches of Internal rules or the Code of good conduct 	<ul style="list-style-type: none"> • Detention • Red card • Parents invited to school • Community service • Daily student report • Repairing the damage caused • Behavioural contract
<p>Level</p> <p>The Deputy Head of Secondary Education</p>	<ul style="list-style-type: none"> • Violence • Vandalism • Persistent provocation • Repeated absences • Systematic school absenteeism • Major breaches of the Internal rules or the Code of good conduct 	<ul style="list-style-type: none"> • Detention • Oral/written warning • Community service • Behavioural contract • Parents invited to school • Exclusion from extracurricular activities/school trips • Temporary exclusion
<p>Level</p> <p>The Director</p>	<ul style="list-style-type: none"> • Major breaches of the Internal Rules or the Code of good conduct • Any incident justifying a temporary or permanent exclusion • Any incident that threatens the safety of students • Serious and repeated bad behaviour 	<ul style="list-style-type: none"> • Temporary exclusion • Official warning from the school • Convening of a Discipline Council • Other measures or sanctions, possibly including collaboration with the police or social services, for example.

	<ul style="list-style-type: none"> Any incident involving the convening of a Discipline Council 	
Level Discipline council	The Discipline Council will be convened in compliance with Article 44 of the General Rules of the European Schools	