BELVEDERE
INTERNATIONAL SCHOOL

STUDENT CODE OF CONDUCT

2026 - 2027

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Approvals:			
Principal	**Mr. Ismat Daou**		
Signature		Date:	18/9/26
BIS Board of Governors	**Dr. Naim Alradi**		
Signature		Date:	20/9/26

The Student Code of Conduct is written and agreed by the school's class representatives to ensure that everyone is aware of their responsibilities. It is displayed in every class room and can be referred to as needed and also we recognise that we all have a part to play in celebrating the cultural diversity of our community, the UAE and the world this is linked with BIS Cultural Consideration Policy.

The Code of Conduct should encompass the shared values of:

- Respect
- Integrity
- Care
- Honesty
- Tolerance
- Empathy
- Resilience

A student's responsibility to themselves:

Students should:

- Demonstrate respect for local values, traditions, religion, and culture
- Be punctual; be in school before **7:40 am** to be ready to show observance of the National Anthem and attend all classes / activities on time (lateness and absences without acceptable reason are considered as a misconduct)
- Wear the correct school uniform as per the handbook, including wearing the correct PE/Swimming kit during PE/Swimming classes
- Complete classwork and assignments on time and demonstrate a good work ethic (personal effort), and a willingness to learn
- Take responsibility for their actions
- Make a commitment towards improving themselves through learning, academic achievement, and personal growth

- Recognise, and learn to appreciate, both their strengths and any areas in need of development

- Behave responsibly and respectfully so as not to disrupt the learning of others

- Refrain from bringing anything to school that may compromise their safety, or the safety of others

- Be a positive ambassador for Belvedere International School at all times inside and outside the school this include trips, events, activities and etc.

A student's responsibility to others

Students should:

- Welcome and support all members of the Belvedere International School community and visitors

- Use only language and gestures that are appropriate in a school setting, and are respectful to all individuals

- Respect the rights of others to be heard and appreciated

- Respect all persons whether other students, staff, parents or members of the school community

- Speak politely and behave courteously with / to others (e.g., using "please", and "thank you" in speech, holding doors open for others, etc.)

- Act as a "responsible school citizen" by not engaging in misconduct and protecting other students from bullying by intervening (when appropriate) and/or reporting incidents of misconduct

- Show considerate behaviour when winning or losing.

Responsibilities to Property

Students should:

- Keep personal and common areas in the school clean and neat

- Show care and regard for school and personal property
- Show care and regard for the property of other students
- Actively care for the environment
- students' progress and effectiveness of implemented strategies

Procedure for Reporting of Unethical Behaviour

Raising a Concern

As a first step, concerns should be raised with the Senior Management. Where possible, concerns should be submitted in writing, detailing the background of the issue — including names, dates, locations, and any other relevant information. If writing is not feasible, concerns can be raised verbally by arranging a meeting with the Safeguarding Lead.

The earlier concerns are raised, the easier it is to investigate and take appropriate action. While you are not expected to prove the truth of the allegation, you will need to provide sufficient grounds for the concern to justify an investigation.

Addressing the Concern

The action taken by Belvedere International School will depend on the nature and seriousness of the concern raised.

Concerns may:

- Be investigated internally
- Be referred to external authorities or law enforcement
- Be referred to external auditors

Preliminary inquiries will be made to determine whether an investigation is required and, if so, the appropriate form it should take. Some concerns may be resolved informally without the need for a full investigation.

Temporary Suspension During Investigation

In cases where a concern involves an allegation against a member of staff, the **individual accused may be placed on temporary suspension** while the investigation is ongoing.

This step is taken **as a neutral measure** to ensure the integrity of the investigation process and to protect all parties involved. Suspension **does not imply guilt or disciplinary action**; it remains in place only until the investigation is completed and a final decision is made by the school leadership in accordance with policy and due process.

Timeline and Communication

Within **ten (10) working days** of receiving a concern, the school will:

- Acknowledge receipt of the concern.
- Outline how it intends to address the matter.
- Provide an estimated timeline for the investigation or resolution.
- Inform the whistle-blower whether initial inquiries have been made.
- Indicate if further investigations will be conducted, and if not, explain why.

The level of contact between the person disclosing the concern and those handling the investigation will depend on the complexity of the issue and the clarity of the information provided. Additional information may be requested if needed.