

PHILOSOPHY

The Barbados education system aims to produce students who are balanced and well-rounded, capable of developing to their fullest potential. The role of our schools must be to provide experiences to nurture our children into responsible citizens, conscious of their responsibilities to self, family, community and country.

At this stage in our country's development, the Ministry of Education is cognisant of the evolving nature of home and family life, religion and the community. We recognise that the lives of our young people are being shaped and determined by aspirations, needs and values which are different from those of previous generations. Curriculum 2000 has already been introduced to equip students with the requisite knowledge, skills and attitudes to respond to current challenges. We are, however, seriously concerned about the decline in discipline among some of our students both in and out of school.

We know that education is every student's right. Experience has also taught us that quality education cannot be achieved without sound discipline. Teachers must enforce discipline and students also have the responsibility to behave in ways that enable them to derive maximum benefits from education. With this in mind, the Student Code of Discipline has been designed to provide a structured approach to the administration of discipline in our schools. With this code, students will be made aware of what their responsibilities are and the consequences of their actions.

The Ministry of Education, principals and teachers will seek to include parents as partners in the drive to create safer school environments which are conducive to learning. Behaviours which disrupt classes, interfere with the learning process or threaten the safety of staff members and other students will not be tolerated. Failure on the part of the student to act in a responsible manner, and/or to follow the code will result in disciplinary measures being taken.

It has been determined that through the Code of Discipline, disciplinary responses, practices and procedures will be consistent, reasonable, fair and equitable across all schools. This Code of Discipline also seeks to ensure that the provisions in the Education Act and Regulations (1982) are effectively employed to address the incidence of misconduct that plagues the education system.

STUDENTS WITH SPECIAL NEEDS

- ◆ Students diagnosed as being in need of special education and those who may have special health conditions will be expected to conform to the regular Code of Discipline unless the School's Disciplinary Committee has determined that modifications are necessary for the student.

COMMITTEES AND PROCEDURES

In order to facilitate the Students' Code of Discipline, several committees must be formed and certain procedures must be followed as outlined here:

1. The Education Regulation 6(g) mandates that principals keep a book in which must be recorded breaches of discipline by pupils and any punishment or other action taken in respect of such breach;
2. The Education Regulation 18(j) makes provision for principals to administer corporal punishment when necessary and delegate to the deputy principal and senior teachers, where applicable, the authority to administer corporal punishment;
3. Each secondary school must set up a School's Disciplinary Committee comprising a Principal/Deputy Principal, a Senior Teacher, the form teacher and the Guidance Counsellor, where applicable. Each primary school must also have a School's Disciplinary Committee comprising the Principal, Senior Teacher and another teacher with special responsibility and the class teacher. This Committee will monitor disciplinary matters at the school and make decisions about serious cases requiring referral to the Board of Management or the Ministry of Education. Students may be called before this Committee to settle

disciplinary matters. Parents may also be requested to meet with this Committee.

4. Boards of Management will be requested to set up the Board's Disciplinary Committee (if it does not already exist) to meet with students and their parents at the request of the School's Disciplinary Committee. If the student's bad behaviour persists, the Board's Disciplinary Committee must refer the case to the Ministry's Disciplinary Committee which will be chaired by a Deputy Chief Education Officer. Other members will include the Education Officer (Guidance), a senior member of the Barbados Defence Force and the Principal or a representative of the Government Industrial School.
5. All students recommended for expulsion shall be referred to this Committee. These students should be accompanied by their parents/guardians. This Committee will make recommendations regarding the future of the student. Any or all of the following may be recommended:
 - (i) the student must attend a compulsory rehabilitative programme at the Edna Nicholls Centre, the Barbados Defence Force or attend specific counselling or other rehabilitation classes. Parents/guardians may identify a recognised counsellor or rehabilitation centre;
 - (ii) the Committee may determine that the matter needs to be referred to a relevant agency in situations where the parent and/or student is un-co-operative;
 - (iii) the expulsion may be upheld with further recommendation for counselling and alternative schooling;
 - (iv) the expulsion may be refused and the student be recommended to remain at the school or for a transfer to another school.

DUE PROCESS

Before a student is informed of the disciplinary action to be taken, the following must occur:

1. the student must be informed of the violation or specific rule broken;
2. if the student denies breaking the violation/rule, he/she must be told of the evidence which is in the possession of the principal/teacher;
3. the student must be given the chance to explain what happened and witnesses may be called;
4. all of the above must be postponed if the student is not acting in a calm or reasonable manner.

TYPES OF LEVEL ONE VIOLATIONS

- Classroom disturbance
- Unexcused tardiness
- Unexcused absence from class
- Proven cheating and/or lying
- Inappropriate language
- Disrespectful speech or action
- Failure to do homework/complete assignment without reasonable explanation
- Failure to bring required materials/equipment to class
- Failure to follow established procedures (school rules) for:
 - the cafeteria
 - the halls/corridors
 - public service vehicles

- bus stops
- field trips
- co-curricular activities
- extra-curricular activities
- Horseplay / pushing
- Failure to follow reasonable directions/instructions
- Littering
- Failure to observe the school's policy on cell phones and other communicative devices
- Violation of student dress code and grooming policy
- Any other violation of the school rules which matches this level.

LEVEL ONE DISCIPLINARY OPTIONS

- Verbal reprimand (Form teacher, Subject teacher, etc)
- Personal conference
- Parent contact through a telephone or form letter to parent or guardian
- Notation on conduct card
- Referral to guidance counsellor (where necessary)
- Withdrawal of privileges within the classroom
- Detention
- Corporal punishment

LEVEL TWO VIOLATIONS

The student is referred to the senior teacher or principal for appropriate disciplinary action. The guidance counsellor should be informed and is required to facilitate intervention methods where appropriate.

If a suspension is being considered, the student shall be advised of the reasons for the suspension and be given the opportunity to respond before the suspension becomes effective. A suspension letter must be forwarded to the student's parent or guardian with the exact violation written. The Education Regulations governing suspensions should be followed.

TYPES OF LEVEL TWO VIOLATIONS

- Repetition of Level One violation
- Profane and/or obscene language or gestures, threats or inflammatory language
- Inappropriate displays of affection eg:kissing, fondling, etc.,
- Persistently skipping classes
- Repeated disruptive classroom behaviour
- Gross misconduct on the bus, on the road or at any school or social event held by the school
- Loitering
- Trespassing
- Petty theft
- Non-threatening harassment of other persons
- Failure to co-operate with teacher or member of staff
- Persistent failure to follow reasonable directions given by members of

staff

- Failure to identify oneself correctly
- Leaving school or an assigned area without permission
- Truancy
- Using and/or supplying forged notes or illegal excuses
- Using or supplying plagiarised materials
- Vandalism
- Fighting
- Smoking and/or possession of tobacco
- Possession and/or distribution of material which offends common decency and morals
- Any violation of the school rules which matches this level

LEVEL TWO DISCIPLINARY OPTIONS

- Any appropriate option from Level One
- Corporal Punishment
- Referral to Principal/Deputy/ Senior teacher
- Parent contact/parent conference
- Detention
- In-school suspension
- Out-of-school suspension including compulsory attendance at the Edna Nicholls Centre.

- Referral to School's Disciplinary Committee

TYPES OF LEVEL THREE VIOLATIONS

- Assault on a teacher, pupil or other staff member
- Continuation/repetition of Level Two violations
- Obscene and/or threatening calls, Bomb threat
- Vandalism of school property
- Harassment, violence, force, coercion, intimidation
- Assault, battery, threats, bullying, extortion, arson etc
- Gross disrespect and/or defiance of a staff member
- Alteration or use of school documents with intent to defraud
- Possession/sale of stolen property
- Possession / sale of an unauthorised substance
- Possession/use/transfer of dangerous weapons
- Possession/use of firecrackers, smoke bombs, arson etc.
- Inappropriate sexual behaviour on the school compound or while wearing school uniform
- Any other violation of the school rules which matches this level

LEVEL THREE DISCIPLINARY OPTIONS

- Any appropriate disciplinary option from Level 2
- Corporal punishment
- Detention
- In-school suspension
- Immediate parental conference
- Out-of-school suspension (Edna Nicholls Centre)
- Recommendation to the School's Committee or the Board's
- Disciplinary Committee
- Imposition of the provisions of education regulation 29 (1)
- Involvement of the Police (Where applicable under the Education Act)

RELEVANT EDUCATION REGULATIONS

Regulation 29 (1) states:

“ Where any pupil of a public school commits any act that causes injury to a teacher or other pupil in the school or where his conduct is such that his presence in the school is likely to have a detrimental effect on the discipline of other pupils of the school, the principal may suspend the pupil from the school for a period not exceeding 10 school days”.

Education Act, CAP 41, section 64B and 64C apply.

Section 64B (1) states:

A pupil who willfully damages or destroys school property or the property of any person lawfully on the school premises is guilty of an offence and liable on summary conviction to a fine of \$500, if he is under the age of 16 years, or if he is 16 years of age or older, to such fine or imprisonment for 3 months or both.

Section 64B (2) states:

That the Court may order the parent of a pupil referred to in subsection 1 to pay compensation for the destruction or damage caused.

Section 64C states:

A pupil who is convicted under section 64A or 64B shall in addition to any penalty imposed on him or his parent, be ordered to undergo counselling and rehabilitation for such period not exceeding one year as the magistrate considers appropriate.

STUDENT CODE OF DISCIPLINE

**MINISTRY OF EDUCATION, YOUTH AFFAIRS AND SPORTS
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