School Rules, Values & Disciplinary Policy

for Genex Education System

1. Vision of Discipline

At Genex Education System, discipline is viewed as a means of developing responsibility, respect, self-control, and positive character. The school promotes a safe, inclusive, and supportive learning environment where every student is encouraged to grow academically, socially, emotionally, and ethically.

---

2. Core School Values

Students are expected to demonstrate the following values:

- Respect for self, teachers, peers, parents, and school property
- Honesty and integrity in words and actions
- Responsibility for learning and behavior
- Kindness, empathy, and cooperation
- Discipline and punctuality
- Cleanliness and personal hygiene
- Inclusivity and acceptance of diversity
- Islamic and moral values in daily conduct

---

3. General School Rules

Attendance & Punctuality

- Students must attend school regularly and arrive on time.
- Absence should be communicated by parents/guardians.
- Repeated late arrivals or absenteeism may result in disciplinary action.

Uniform & Appearance

- Students must wear the complete school uniform neatly and properly.
- Personal hygiene and cleanliness must be maintained.
- Fancy accessories, inappropriate hairstyles, or prohibited items are not allowed.

Classroom Conduct

Students are expected to:

- Respect teachers and classmates
- Follow classroom instructions
- Complete homework and classwork regularly
- Use polite and respectful language
- Maintain classroom cleanliness and discipline

School Property

- Students must take care of school furniture, books, equipment, and resources.
- Damage to school property may result in compensation or disciplinary action.

Technology Usage

- Mobile phones, smart devices, or electronic gadgets are not allowed unless approved by school administration.
- Misuse of digital resources or inappropriate online behavior is strictly prohibited.

---

4. Positive Behavior Expectations

Students are encouraged to:

- Participate actively in learning
- Demonstrate teamwork and leadership
- Resolve conflicts peacefully
- Show kindness and respect to inclusive learners and peers with diverse needs
- Represent the school positively inside and outside campus

---

5. Inclusive & Respectful Environment

Genex Education System promotes an inclusive environment where all students feel safe, valued, and respected.

The following behaviors are strictly prohibited:

- Bullying or harassment

- Physical aggression or fighting
- Discrimination based on ability, background, or learning differences
- Mocking, teasing, or exclusion of peers
- Verbal abuse or inappropriate language

The school encourages empathy, understanding, and mutual respect among all members of the school community.

---

6. Disciplinary Policy

Discipline will be managed fairly, respectfully, and according to the seriousness of the behavior.

Minor Misconduct

Examples:

- Incomplete homework
- Talking during class
- Minor disruption
- Untidy uniform
- Occasional lateness

Possible Actions:

- Verbal reminder
- Reflection activity
- Parent notification
- Behavior monitoring

Major Misconduct

Examples:

- Repeated disobedience
- Bullying or aggression
- Use of inappropriate language
- Damage to school property
- Cheating or dishonesty
- Bringing prohibited items

Possible Actions:

- Written warning
- Parent meeting
- Temporary restriction from activities
- Behavioral probation
- Suspension (in serious cases)

---

7. Prohibited Items

Students are not allowed to bring:

- Sharp objects or harmful materials
- Cigarettes, vapes, or prohibited substances
- Fireworks or dangerous items
- Toys or gadgets without permission
- Any item considered unsafe or disruptive

---

8. Parent Cooperation

Parents are expected to:

- Support school policies and discipline procedures
- Ensure punctuality and regular attendance
- Maintain respectful communication with staff
- Cooperate in resolving behavioral or academic concerns

---

9. Counseling & Student Support

The school believes in guidance and positive reinforcement. Counseling, mentoring, and parent collaboration may be used to help students improve behavior and emotional well-being.

---

10. School Authority

Genex Education System reserves the right to:

- Take appropriate disciplinary action when necessary
- Revise school policies and procedures
- Ensure the safety and well-being of all students and staff

Genex Education System
Building responsible, respectful, confident, and compassionate learners for the future.