



SRIVALI ANUSHASANAM: Code of Conduct for our Students

At [Institution's Name], we are committed to creating a safe, respectful, and productive learning environment for all students. Our code of conduct outlines the expectations and guidelines for behaviour that we expect all students to follow while on Institution's grounds or participating in institution-related activities.

1. **Respect and Courtesy**

Treat all teachers, staff, fellow students, and visitors with respect, kindness, and courtesy.

Use appropriate language and communicate respectfully.

2. **Attendance and Punctuality**

Attend regularly and arrive on time for all classes and activities.

Notify the Institution if you are going to be absent or late.

3. **Dress Code**

Follow the Institution's dress code guidelines for appropriate attire and grooming.

4. **Academic Integrity**

Complete your own work and avoid cheating, plagiarism / copying, or any form of academic dishonesty.

5. **Behaviour in Classrooms**

Maintain a positive attitude during classes and actively participate in learning.

Avoid disruptive behaviour that interferes with your own learning or the learning of others.

6. **Bullying and Harassment**

Acknowledge that the Institution has clearly stated that "Bullying is strictly prohibited inside the Institution's premises as also Cyber bullying and no such act will go unnoticed or unpunished".

Treat all peers and juniors with kindness, empathy, and respect.

Report any incidents of bullying (including cyber bullying), harassment, or discrimination to a teacher or member of Anti Bullying Committee of the Institution.



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7. Use of Technology

Use technology responsibly and follow Institution's guidelines for the use of cell phones, computers, and other communication devices.

Comply with the Policy on misuse of technology.

8. Safety and Security

Follow emergency procedures and safety protocols outlined by the Institution.

Report any safety concerns to a teacher or staff member immediately.

9. Substance Abuse

Do not use, possess, or distribute drugs, alcohol, or other harmful substances on Institution's property or during institutional activities.

10. Conflict Resolution

Resolve conflicts peacefully and seek help from teachers or staff when necessary.

Do not engage in physical or verbal fights.

11. Participation in Extracurricular Activities

Behave with sportsmanship and respect during extracurricular activities and events.

12. Respect for Property

Respect Institution's property, classrooms, equipment, and the personal belongings of others.

13. Language and Communication

Use appropriate language and communicate respectfully in all interactions.

14. Transportation and Arrival/Departure

Follow guidelines for behaviour on school transportation, where available, and when arriving at or leaving the school premises.

15. Consequences for Violations

Violations of the [Institution's Name] Code of Conduct may lead to disciplinary actions. The severity of the action taken will depend on the nature and



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frequency of the violation. Disciplinary proceedings conducted by the-Head of Institution or representative of Management, will aim to be fair, consistent, and focused on promoting positive behaviour and personal growth.

a. **Possible Consequences:**

Verbal Warning: For minor or first-time violations, students may receive a verbal warning from a teacher, staff member, or administrator.

Written Warning: In some cases, a written warning will be issued to document the violation and emphasize the need for improved behaviour.

Parental Notification: Parents or guardians may be informed about the violation to ensure open communication and collaboration in addressing the issue.

Counselling or Mediation: For certain conflicts or behaviour issues, counselling or mediation sessions may be arranged to help students understand and address their actions.

Restorative Measures: Students may be required to participate in activities that repair harm caused by their actions and promote understanding and empathy.

Loss of Privileges: Students might lose certain privileges, such as participation in extracurricular activities or use of specific facilities, as a consequence for their actions.

Detention: Detention may be assigned as a consequence for certain violations. During detention, students are expected to reflect on their actions and behaviour.

Community Service: In some cases, students may be required to perform community service as a way to learn responsibility and contribute positively to the community.

Suspension: In more serious cases, a student may face a short-term suspension from school. During this time, the student is expected to reflect on their actions and work towards making positive changes.

Expulsion: Severe or repeated violations may result in expulsion from [Institution's Name]. Expulsion is a serious step taken when other measures have not resulted in improved behaviour.



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Violation of Law: Any conduct by students that results in violation of applicable laws will result in reporting of the conduct to the relevant authorities.

b. Appeals Process:

Students who believe that a disciplinary action is unjust or not in line with the violation may have the right to an appeals process, which would be examined / handled by the School Management /Administrative Committee. Details about the appeals process can be obtained from the institution's administration.

It is important to note that the Institution's administration reserves the right to determine appropriate consequences based on the circumstances of each individual case. Our goal is to create a safe and respectful learning environment where all students can thrive academically and personally.

By acknowledging and adhering to the [Institution's Name] Code of Conduct, students and parents demonstrate their commitment to upholding the values of our institutional community.

Violations of the code of conduct may result in warnings, parental notification, disciplinary actions, or other consequences as deemed appropriate by the institution's administration.

By adhering to this code of conduct, we contribute to a positive and respectful institutional community that promotes learning and personal growth.

Remember that your behaviour reflects not only on yourself but also on our Institution as a whole.

[Institution's Name]

[Name of student]

[Website]

[Name of Parent
/ Guardian]

[Address]

[Address]

[Phone Number]

[Phone Number]

[Date]

[Date]