



United Arab Emirates
Ministry Of Education
Student Advising & Counseling Dept.

STUDENT CONDUCT DISCIPLINARY BYLAW IN SCHOOLS COMMUNITY

January 2011

“The student is the nation’s wealth
and his/her commitment to high moral standards
distinguishes him/her to be a symbol of the world.”

*His Highness Khalifa Bin Zayed Al Nahyan
President of the United Arab Emirates*



His Highness
Khalifa Bin Zayed Al Nahyan

President of the United Arab Emirates



His Highness Sheikh
Mohammed Bin Rashed Al Maktoum

Vice President and Prime Minister of the United Arab Emirates, Ruler of Dubai

The Ministry of Education believes that the youth of the UAE is its future and most valuable resource. To this end the Ministry is implementing strategies to develop students of the UAE into confident and balanced members of society. It endeavors to nurture positive behavioral values in order to cultivate ambitious, yet patriotic young adults, fully aware of the nation's challenges and able to realize its expectations.

The Ministry is dedicated to creating a modern educational environment, attractive to all educational stakeholders, namely students, teachers, administrators and parents.

By consolidating its positive and constructive initiatives, it strives to provide an educational atmosphere that offers ideal opportunities for the optimum development of balanced relationships among students themselves and between them and their teachers and parents.

In order to realize its objective, facilitate innovation and creativity while providing varied and compelling educational opportunities for students, the Ministry has established a well-planned system for controlling all educational procedures for dealing with student conduct and behavior.

To facilitate the rectification of negative behavior and underpin positive conduct, a bylaw relating to student conduct within the school community has been put in place. Its aim is to bring the following objectives to fruition:

- The establishment of a control reference identifying the rules, criteria and procedures which need to be adopted in order to ensure a safe educational environment in compliance with school regulations and values.
- The establishment of an educational and teaching ethos which supports students, teachers and schools' administrations in realizing educational objectives.
- The enhancement of positive behavior by means of encouragement and promotion, and limiting students' behavioral problems by all possible educational means.
- The provision of clear and educationally sound methods for staff to deal with behavioral problems.

- The orientation of students and parents to the rules and regulations related to conduct and the importance of adhering thereto, in order to foster self control.

This significant bylaw, in concept and planning, is the culmination of the dedicated efforts of the Student Advising and Counseling Department of the Ministry of Education and its work teams and as such, I wish to express my thanks to them. Thanks are also extended to the educational zones and councils, school administration teams, and all educational field staff for their cooperation and participation in the preparation of this bylaw; which we call schools' administration teams to implement objectively in order to realize its goals.

Humaid Mohamed Al-Qutami

Minister of Education

**MINISTERIAL DECREE NO. (33) FOR THE YEAR 2011
IN RESPECT TO STUDENT CONDUCT DISCIPLINARY BYLAW IN
SCHOOLS COMMUNITY**

The Minister of Education

- Upon reviewing the Federal Law No.(1) for the year 1972 in respect to the functions of ministries and authorities of ministers and the amendments thereto, and
- the Cabinet's decree No.(22) for the year 2010 concerning the organizational structure of the Ministry of Education, and
- the ministerial decree No.(3919 /2) for the year 1997 concerning the school management council bylaw, and
- the ministerial decree No.(454 /2) for the year 1998 concerning students, conduct guiding bylaw in the school community, and
- pursuant to what was presented to us by H.E. Acting Deputy Minister,

————— DECIDES AS FOLLOWS —————

Article One: Definitions

In implementation of the bylaw, the following terms and expressions will have the meanings shown opposite each of them, unless otherwise is required by the context.

- **Conduct:** Any practice or action taken by the student (male, female) which may be identified and observed in the school community or in its surroundings leaving effects thereon, and entailing taking measures to increase or decrease the frequency of its occurrence.
- **Desirable conduct:** Any interactive activity, practice or action leaving a positive impact on the physical or social school environment, and that is in alignment with the educational objectives, bylaws and applied educational regulations.
- **Undesirable conduct:** Any interactive activity, practice or action leaving a negative impact on the physical or social school environment, and is not in alignment with the educational objectives, bylaws and applied educational regulations.

- **Disciplinary School Conduct:** The extent of the student's compliance with the school regulations, acceptance of school directives and instructions, and implementing them in the school, its surroundings and the like.
- **Conduct Orientation:** The reinforcing and controlling educational measures taken by the concerned officials at the school towards the student's conduct in order to enhance the positive aspects and realize discipline and rectify the negative behaviors.
- **Conduct rectification:** The well planned educational procedures aiming at making a change in the undesirable conduct modes in order to reduce their occurrence frequencies.
- **Conduct Enhancing:** The procedures following the occurrence of the desirable conduct and increasing its frequencies.
- **Educational Committee:** It is one of the School management council committees, assigned to handle students' educational and behavioral problems, and consider the measures to be taken against the undisciplined students according to the provisions of this bylaw.
- **The School:** Any public school affiliated to the Ministry of Education.
- **The Student :**Any student enrolled in any public school affiliated to the Ministry of Education.
- **School Staff :** All those working at the school.
- **Community Service:** All the works assigned to the undisciplined student pursuant to the decision of the educational committee and under the approval of the educational zone, in addition to notifying the student's guardian. Such works will be performed inside or outside the school with the aim of rectifying this behavior through serving the surrounding community.

Article Two: Objectives of the Student Conduct Disciplinary Bylaw

This bylaw aims at controlling the conduct of the students in the school community to ensure the following:

1. Providing a disciplinary reference stipulating the rules, criteria and measures to be adopted in order to create a safe educational environment wherein the requirements of compliance with the school values and regulations are satisfied.
2. Disposing a suitable educational and teaching environment for the students and the school staff to realize the objectives of the educational process.
3. Enhancing and consolidating the positive behaviors of the students, as well as encouraging and promoting them, while eliminating the behavioral problems using all the possible educational means.
4. Establishing clear methods for the staff working in the educational field to deal with students' behaviors according to proper educational principles.
5. Acquainting the students and their parents with the rules and regulations related to behavior in the school community and with the importance of compliance with them to realize behavioral self –discipline.

Article Three

It is a must for the school administration and school educational and teaching staff while dealing with students to be committed to the educational and behavioral rules that achieve the objectives of this by-law, and to anything that helps to enhance and modify students' behavior towards the best.

Article Four: Analyzing the student conduct in the school community

The behavior of the student should be analyzed in different situations in the school community. Desirable behaviors should be supported and enhanced through various enhancement techniques, while necessary measures should be taken to rectify undesirable behaviors in accordance with the controls stipulated under this bylaw.

Article Five: Reinforcing the desirable conduct

First: Situations requiring reinforcement:

- Distinguished excellence in adherence to the society's values, customs and traditions.
- High level of performance and incentives for learning, appreciation for education, and high respect for the teacher.
- Distinguished excellence in integrity, honesty, and values of cooperation, loyalty and belonging to the country.
- Excellence in studying and achieving good progress after retardation or failure, regularity in doing school homework, handling school facilities and maintaining the same.
- Positive and active involvement in school activities and contests.
- Having and practice of leadership capabilities and cooperation skills, and shouldering the responsibility.
- Participation in executing projects and programs which have a positive impact on the school and local communities.
- Student's adoption of a positive conduct after rectifying his undesirable behavior.

Second: Desirable conduct reinforcement methods:

The desirable conduct of the students should be reinforced on the levels of the class, school and educational zone, in line with the age of the student, school stage and student's conduct using varied methods including:

1. Oral praising, commending, lauding and encouraging expressions addressed by any one of the school staff upon showing the desirable conduct.
2. Written lauding expressions in the student's evaluation card or his notebooks.
3. Thanks and appreciation letters issued or approved by the school administration and delivered to the student or his guardian.
4. Displaying student's name and photo on the honor board on the level of the class or the school.
5. Commending the student through the school broadcasting service, wall newspapers, periodicals or magazines published by the school.
6. Publishing the name and the photo of the student and lauding him through the school website.

7. Honoring the student in the school celebrations same as the excellent and distinguished students.
8. Representing the school in student meetings, seminars or conferences, outside trips or official student delegations.
9. In-kind prizes and various types of awards.

Third: Desirable conduct reinforcement controls:

1. Reinforcement should immediately follow occurrence of the desirable conduct.
2. Reinforcement opportunities should be fairly available for everybody.
3. Reinforcement should match in type and degree with the under reinforcement conduct.
4. Reinforcement should be directed to the response of the student and not to his personality.
5. Reinforcement methods should vary between moral and material ones (verbal and non-verbal).
6. Avoid exaggeration in using means of reinforcement.
7. Reinforcement strategies shouldn't turn to frustrate those who don't receive any.

Article Six: Rectifying the undesirable conduct

First: Situations requiring intervention to rectify the undesirable conduct:

- Coming late to the morning assembly without acceptable justification.
- Being absent for consecutive days without acceptable justification, running away from school or not- attending some classes.
- Student's non-compliance with school regulations and violating educational and administrative instructions.
- Causing damage to school facilities or public properties at the school either by destruction or writing thereon.
- Destructing or taking over others' belongings or school properties.
- Verbal or physical aggression against schoolmates or school staff or causing harm to them.
- Immoral conduct that is harmful to the society.

- Taking immoral publications, pictures or tapes into the school and promoting their circulation.
- Using foul and impolite language.
- Committing violation of trust and honor actions.
- Smoking, possession of, or selling dangerous, prohibited items or all kinds of drugs inside the school campus.
- Defamation of the religions, the Islamic Sharia' values, the bases of the general system, customs and conventions of the country, and anything which may cause riot and racial discrimination on the basis of nationality, religion and sect.
- Defamation of Political, social, scientific, literary and other symbols.

Second: Strategies of rectifying the undesirable conduct

Intervention should take place gradually to handle the undesirable conduct according to the following methods:

- Eliminating the conditions that led to the undesirable conduct.
- Following remedial and preventive methods as the following:
 - Orientation to the school bylaws and regulations.
 - Planning and executing programs and activities related to developing and founding the values.
 - Taking into account the characteristics of students, growth, their needs and problems, as well as their pertinence to the undesirable conduct.
 - Planning and executing individual and group guidance and advisory programs.
 - Continuous emphasis on the model of good example among the teachers and the students.
 - Executing programs and activities which support and strengthen the relationship between home and school.

Third: The undesirable conduct rectifying controls

When enforcing the measures of the undesirable conduct rectifying, the following should be taken into account:

- Verification of the occurrence of the fault.
- Applying the rules with the aim of guiding and rectifying the conduct, rather than demonstrating anger and revenge.
- Dealing with the student on the basis of respect for his/ her character and feelings, and prioritizing the reinforcement strategies over the rectifying measures.
- Taking into account the circumstances in which the fault occurred and the frequency of its occurrence.
- The necessity of relating the conduct rectifying strategies to positive reinforcement.
- The use of only one method to rectify the conduct weakens its effect.
- Using conduct rectifying methods gradually is one of the successful educational principles.
- Avoiding cruelty, psychological abuse, vilification, insult, sarcasm, or humiliation.
- Focusing on the student's conduct rather than the student's personality.
- Not to enforce measures on all classroom students or a group because of a fault committed by one of the students.
- The procedures should be immediate and suitable to the level and nature of the conduct.
- Fairness and equality in treating all the school students should be taken into account.
- The enforced procedure should be suitable to the student's growth phase; with his / her special needs taken into account.
- The enforced procedure should be suitable to the nature of the conduct, with the severity and frequency of the undesirable conduct should be taken into account.
- Firmness in enforcing the measures against the undesirable conduct in accordance with the conduct disciplinary bylaw and its procedures, as well as the cooperation of people in charge of its implementation.
- The educational committee should consider the student's problems from the social, educational, psychological and financial perspectives prior to enforcing the measures.

The following practices should be avoided when rectifying the student's undesirable conduct:

- Physical punishment in all its types, forms and manifestations.
- Depriving the student from taking the meals.
- Assigning extra homework as a punishment.
- Provoking, ridiculing or taunting the student.
- Prohibiting the student from using the toilet.
- Deducting marks in the courses or threatening to do so.
- Expulsion from school during the school day on an individual decision.

Article Seven: Disciplinary violation

If a student committed an undesirable conduct in the school community as a violation of the disciplinary bylaw, then the required procedures should be applied against the student in accordance with the controls and criteria stipulated under the current bylaw. The necessary measures should be taken against him/her as per the stipulations stated hereunder.

Article Eight: Behavioral violations and their categories

a. First Level violations.

1. Coming late to the morning assembly or not participating therein.
2. Coming late to the class without acceptable justification.
3. Being absent without acceptable justification.
4. Not wearing the school uniform or sports dress.
5. Not bringing books and school tools or not taking care of them.
6. Entering and leaving the classroom, during the lesson, without permission.
7. Negligence or not doing the homework.
8. Student's non-compliance with the regulations of using the school facilities.
9. Taking the mobile phone or electronic devices (flash memory, laptops..... etc into the school .
10. Any action similar to these violations.

b. Second Level violations.

1. Writing on the school walls and furniture.
2. Absconding from the school during the school day.
3. Quarreling with, and threatening school mates verbally or physically.
4. Non-compliance with the advisory and disciplinary regulations applied in the school.
5. Talking inappropriately to the school mates or the school staff.
6. Non-compliance with the instructions or directions regulating the school work.
7. Non-compliance with the instructions for using the computers or technical aids in the school.
8. Counterfeiting the guardian's signature in the school correspondence upon submission to the school.
9. Any action similar to these violations.

c. Third level violations.

1. Engaging in what would violate the morals and general system in the school.
2. Possessing unnecessary sharp items, firearms, non-firearms or hazardous materials in the school.
3. Damaging or destroying school equipments or devices.
4. Damaging or destroying the belongings of school mates or school staff.
5. Damaging of or tampering with school buses.
6. Flagrant violation of the community traditions and values in clothing, appearance and behaviors.
7. Seizing the school's, the school staff's or school mates' belongings.
8. On campus smoking.
9. Possession of electronic or physical media materials that is unlicensed or non-compliant with the general system.
10. Presenting, promoting or distributing electronic or physical media materials that are unlicensed or non-compliant with the school regulations.
11. Any action similar to these violations.

d. Fourth level violations

1. All kinds of threats to the school staff.
2. Engaging in actions contradictory to the morals including sexual harassment.
3. Any actions similar to these violations.

e. Fifth level violations

1. Defamation of political, religious, or social symbols.
2. Promoting anything against ethical values, manners and general system.
3. Possessing, bringing, promoting or using drugs, anesthetic drugs, and psychotropic drugs in the school.
4. Presence in the school under the effect of drugs, narcotic or psychotropic drugs.
5. Assaulting the school mates or the school staff.
6. Counterfeiting the official documents of the school.
7. Defaming religions or provoking what would cause sectarian or religious conflicts in the school.
8. Committing major actions contradictory to the morals such as sexual assault or having sex.
9. Committing acts of public indecency in the school.
10. Using firearms or non-firearms and the like in the school.
11. Any actions similar to these violations

Article Nine: Measures to be taken against the undisciplined student according to the violation category

a. Measures to be taken against the undisciplined student committing the first level violation:

1. Verbal notice by the teacher or one of the school staff who witnessed the incident, and documenting this notice according to the regulations.
2. Written notice by the principal's assistant warning him not to repeat the violation.
3. Calling the student's guardian and informing him verbally of the student's behavior, and the necessity of avoiding it in the future. This violation should be documented according to the applied regulations.

b. Measures to be taken against the undisciplined student committing second level violation:

First Level: First time violation

1. Calling the student's guardian and notifying him in writing of the undisciplined conduct of the student, and that the student should not repeat the same in future .
2. The student should apologize to the offended persons.
3. Warning the student, in writing, not to repeat the violation, and to be disciplined in compliance with the conduct disciplinary bylaw.

Second level: In case of repeating the violation

- In addition to the aforementioned measures for the "First Level" violations, the student will be assigned to perform a community service work for a period not exceeding five days in the school and during the school day. This should be based on the recommendation of The Educational Committee, the approval of the educational zone, and on informing the guardian . Achieving the community service is a must in order to permit the student continue attending the school.

c. Measures to be taken against the undisciplined student committing any of third level violations:

First Level: For the first time violation

1. Calling the student's guardian and notifying him in writing of the violation, and warning him that the student should not repeat the undisciplined behavior in the future.
2. Student's apology to the offended person(s).
3. Warning the student, in writing, not to repeat the violation, and to be disciplined in compliance with the conduct disciplinary bylaw.

Second level: In case of repeating the violation

- In addition to the aforementioned measures for the "First Level" violations, the student will be assigned to perform a community service work for a period not exceeding five days in the school, and during the school day. This should be based on the recommendation of The Educational Committee, the approval of the educational zone, and on informing the student's guardian. Achieving the

community service is a must in order to permit the student continue attending the school.

d. Measures to be taken against the undisciplined student for committing any of the fourth level violations:

First Level: Committing the violation for the first time

1. Calling the guardian and informing him of the violation and the measures to be taken against the student.
2. The student should apologize to the offended persons, with a written undertaking that he will never repeat the violation and that he will comply with the conduct disciplinary bylaw.
3. The student will be assigned to perform a community service work for a period not exceeding five days in one of the communities in the Emirate. This should be based on the recommendation of The Educational Committee, the approval of the educational zone, and on informing the guardian via a written warning to transfer the student to another school in case of repeating any violation of the same level.

Second level: In case of repeating the violation

- A punitive transfer of the student to another school within the educational zone, based on a recommendation from the Educational Committee. The behavior of the student will be evaluated for one school year, and then the student can be allowed to return to the original school according to an application submitted by the guardian to the Educational Committee, and with the approval of the educational zone.

e. Measures to be taken against the undisciplined student for committing one of the fifth level violations:

- In the mandatory stage school: The student will be banned from attending school for one school year according to the Educational Committee's decision, the approval of the educational zone, and notifying his/ her guardian . In the following school year, the student will be given the chance to be readmitted in a school determined by the educational zone.
- In the non- mandatory stage school: Final dismissal from public schools (while granting him the opportunity to join other school systems such as homeschooling, adult education or private education). The ban or dismissal should be based on the

recommendation of The Educational Committee, the approval of the educational zone, and sending a notification to the guardian.

Article Ten

The second level measures should be enforced against the student if the he/she committed the same violation again during the same school year during which the he/she committed the first violation.

Article Eleven

General Provisions

1. It is not permitted to take any rectifying measures, against the undisciplined student, except for the first level violations, unless through the Educational Committee, which considers the violations not provided for in this decree according to equivalent violations mentioned therein. The student will be referred to the educational committee with the recommendation of the school principal in accordance with the procedures and controls organizing the school. The procedures should be applied individually and immediately and related to the committed violation.
2. The decisions related to the conduct rectification will be made in accordance with the following criteria:
 - Student's age.
 - Frequency of the violations committed by the student.
 - Violation level.
 - The damage resulting from the violation.
3. A measure will be taken against the undisciplined student after conducting a written investigation of the facts and violations attributed to the student and after proving these violations, and with a decision by the educational committee of the school.
4. In case it was proved that the violation resulted from the student's or the school's administration's or the staff's non-compliance with the controls and standards mentioned in this bylaw, punitive inquisition procedures would be taken against the perpetrator.

5. One or more measures specified for the violations for the same level might be applied if it was proved to be sufficient for rectifying the student's conduct.
6. It is not permitted to move from the measures of a certain level to the next level before trying to enforce the measures of the former one.
7. The individual case of the undisciplined students with the undesirable conduct should be studied by the social worker and school psychologist in accordance with level and frequency of the conduct.
8. If the student's conduct was a penal offense, then the educational committee would propose referring the student to the designated investigation authority in the educational zone. However, referring the student would not prevent enforcing any rectification measures against him unless the proof of the disciplinary misconduct depended on adjudicating the penal offense.
9. Cases requiring special care will be referred to conduct rectification and treatment specialized bodies such as: smoking or addiction combat clinics, or the psychiatric clinics of the Ministry of Health, and other specialized public clinics. This should be based on the decision of the educational committee, the approval of the educational zone, and a written permission from the student's guardian, as well as providing the school with a report that the student is undergoing a conduct rectification program.
10. Any devices, machines, or things used in the violation, as applicable, will be confiscated, based on the decision of the educational committee of and notifying informing the student's guardian of the incident in writing. The confiscated items should be handed over to the guardian at the end of the school year.
11. The student or his/her guardian should be obliged to pay the cost of maintenance or replacement of whatever destroyed, damaged or lost which will be estimated in light of the supporting documents and records, taking into account the factors affecting them.
12. Educational zones will set up the required programs for the community service in the schools, and coordinate with the community service departments in the Emirate to set up the required programs for community service outside the schools. Execution methods, its scope, and its application range in terms of the date, place, and the person in charge of follow up and execution should be

determined in those programs, which should aim to rectify the student's conduct within the requirements of the bylaw herein.

Article Twelve

Based on the educational committee's decision and the approval of the educational zone, the student investigated for his undesirable conduct will be banned from attending classrooms for a maximum period of three days.

Article Thirteen

In case of any dispute regarding the violation level, the educational committee should decide the level of this violation.

Article Fourteen

If the student's action displays more than a violation at the same time, then the measures of the highest violation level should be taken against the student while enforcing the stipulated measures for the other violations.

Article Fifteen

All procedures taken to rectify the student's conduct will be documented and filed in the student's profile by the principal's assistant and the social worker of the school.

Article Sixteen

The student subject to any rectifying measure or his/her guardian can appeal to the educational zone's director within one week from the date of taking such a measure. The appeal will be considered and referred to the director general of the ministry, who has the right to alleviate the procedure as required.

Article Seventeen

Students, their guardians, and all the administration and teaching staff will be informed of the provisions of this current bylaw.

Article Eighteen

Local educational councils and authorities should consider the provisions, standards and terms mentioned in this bylaw as the minimum when setting up their conduct disciplinary bylaws.

Article Nineteen

The private schools should consider the standards mentioned in this bylaw when setting up their conduct disciplinary bylaws.

Article Twenty

This bylaw supersedes all the previous bylaws issued on the aforementioned subject and will become valid and effective from the date of its issuance.

Humaid Mohamed Al-Qutami

Minister of Education

Issued on 8 / 2 / 1432 AH correspondent to 12 / 1 / 2011

United Arab Emirates
Ministry Of Education

Zone :
School:



Form No. 1

WRITTEN NOTICE

To/ The student: Class & Division:

As It is proved that on corresponding to / /, during the school day, you have shown the following undisciplined conduct:

.....
.....
.....

Whereas such a behavior is considered a violation of the school's disciplinary rules, bylaws and regulations stipulated under the student conduct disciplinary bylaw in the school community, you are warned never to repeat such a conduct, otherwise, the school management will be obliged to take more sever measures against you in case you repeat the same violation or any other undisciplined conduct.

Signature / Social Worker
.....

Signature / Principal's assistant
.....

Signature of the student as acknowledgement
.....

Issued on: / /

Cc. to:
- Student's file.

United Arab Emirates
Ministry Of Education

Zone :
School:



Form No.2

WRITTEN WARNING

To/ The student: Class & Division:

As it is proved that on corresponding to / /, during the
school day, you have shown the following undisciplined conduct:

.....
.....
.....

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28
Arabic

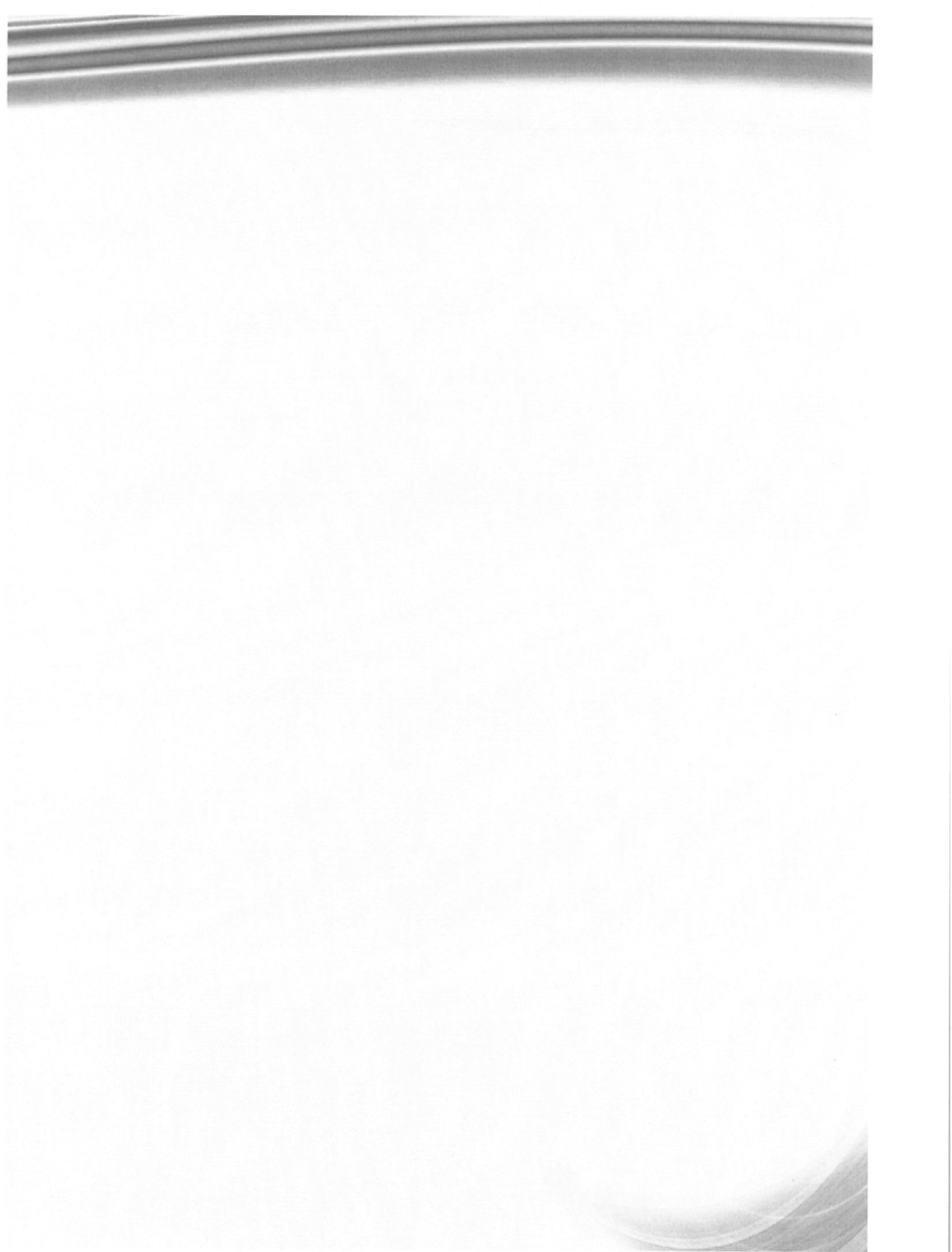














8 - إذا كان السلوك الصادر من الطالب جريمة جزائية في ذات الوقت تقوم اللجنة التربوية بالمدرسة بعرض أمر إحالة الطالب إلى سلطة التحقيق المختصة على المنطقة التعليمية. ولا يمنع إحالة الطالب إلى التحقيق الجزائي من اتخاذ أي من إجراءات التقويم ضده ما لم يكن ثبوت مخالفته للانضباط السلوكي بالمدرسة متوقفاً على الفصل في الجريمة الجزائية.

9 - يتم تحويل الحالات ذات الاحتياج الخاص إلى الجهات ذات الاختصاص بمعالجة وتقويم السلوك، مثل: عيادات مكافحة التدخين، أو الإدمان، أو العيادات النفسية التابعة لوزارة الصحة، وغيرها من العيادات الحكومية المتخصصة وذلك بناء على توصية اللجنة التربوية، وموافقة المنطقة التعليمية، والموافقة الخطية لولي الأمر، مع تزويد المدرسة بتقرير من الجهة المعنية يفيد التزام الطالب ببرنامج تعديل السلوك.

10 - يتم مصادرة أي أجهزة أو آلات أو أشياء استخدمت في ارتكاب المخالفة - حسب الأحوال - بناء على قرار اللجنة التربوية بالمدرسة، وإبلاغ ولي الأمر بكتاب خطي،

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المادة الثانية عشرة:

يجوز منع الطالب المحال للاستجواب بشأن سلوكه غير المرغوب فيه من حضور الدروس ولمدة لا تزيد عن ثلاثة أيام إذا رأت اللجنة التربوية ذلك وبعد موافقة المنطقة التعليمية.

المادة الثالثة عشرة:

عند الاختلاف في تحديد درجة المخالفة يتم البت في ذلك من خلال اللجنة التربوية.

المادة الرابعة عشرة:

إذا أتى الطالب بفعل يشكل أكثر من مخالفة في ذات الوقت يتم اتخاذ إجراءات المخالفة الأشد ضده مع الالتزام بتطبيق الإجراءات الواردة للمخالفات الأخرى.

المادة الخامسة عشرة:

توثق جميع الإجراءات التي تم اتخاذها لتعديل السلوك بحق الطالب المخالف، وتحفظ بملفه بمعرفة مساعد مدير المدرسة والاختصاصي الاجتماعي بالمدرسة.

المادة السادسة عشرة:

يجوز للطالب الذي اتخذ إجراء تقويمي معه أو لولي أمره أن يتظلم لدى مدير المنطقة التعليمية خلال أسبوع من تاريخ اتخاذ الإجراء معه، ويتم دراسة التظلم وعرضه على وكيل الوزارة، ولوكيل الوزارة الحق في تخفيض الإجراء المتظلم منه إذا كان هناك مقتضى لذلك.

المادة السابعة عشرة:

يبلغ الطلبة وأولياء أمورهم وجميع أعضاء الهيئة الإدارية والتدريسية بأحكام هذه اللائحة.

المادة الثامنة عشرة:

على المجالس والهيئات التعليمية المحلية الاسترشاد بما تضمنته هذه اللائحة من أحكام وقواعد ومعايير باعتبارها الحد الأدنى عند وضع لوائح الانضباط السلوكي بها.

المادة التاسعة عشرة:

على مدارس التعليم الخاص مراعاة ما جاء في هذه اللائحة من قواعد وأحكام ومعايير عند وضع لوائح الانضباط السلوكي بها.

المادة العشرون:

تُلغى كافة اللوائح التي صدرت من قبل في ذات الموضوع، ويعمل بهذه اللائحة اعتباراً من تاريخ صدورها.

حميد محمد القطامي

وزير التربية والتعليم

صدر في 1432/2/8 هـ الموافق 2011/1/12 م



دولة الإمارات العربية المتحدة
وزارة التربية والتعليم

نموذج رقم (1)

منطقة

مدرسة

تنبيه كتابي

الطالب / الصف والشعبة /
حيث قد ثبت أنه في يوم الموافق / / م قد صدر عنكم في أثناء اليوم الدراسي سلوك
مخالف، تمثل في:

.....
.....
.....

ولما كان هذا السلوك يعد مخالفة لقواعد الانضباط واللوائح والنظم المدرسية وفق ما جاء بلائحة
الانضباط السلوكي للطلبة بالمجتمع المدرسي فإنه يتوجب عليكم الحرص على عدم تكرار مثل هذا
السلوك والافان إدارة المدرسة سوف تكون مضطرة لاتخاذ إجراءات أكثر شدة في حال تكرار المخالفة
أو إتيان سلوك آخر مخالف .

توقيع مساعد مدير المدرسة

توقيع الاختصاصي الاجتماعي

.....

.....

توقيع الطالب بالعلم

.....

تحريراً في / / م

نسخة لـ :

- ملف الطالب



دولة الإمارات العربية المتحدة
وزارة التربية والتعليم

نموذج رقم (2)

منطقة

مدرسة

إنذار كتابي

الطالب / الصف والشعبة /
حيث قد ثبت أنه في يوم الموافق / / م قد صدر عنكم في أثناء اليوم الدراسي سلوك
مخالف، تمثل في :

.....
.....
.....

ولما كان هذا السلوك يخالف اللوائح والنظم المدرسية، وما ورد بلائحة الانضباط السلوكي للطلبة
بالمجتمع المدرسي، فإن إدارة المدرسة تذكرك بعدم تكرار هذا السلوك أو أي سلوكيات أخرى مخالفة،
ولإدارة المدرسة الحق في اتخاذ أي إجراءات أخرى أكثر شدة في حالة التكرار.

توقيع مدير المدرسة

توقيع الاختصاصي الاجتماعي

توقيع الطالب بالعلم

تحريراً في / / م

نسخة لـ :
- ولي الأمر
- ملف الطالب



دولة الإمارات العربية المتحدة

وزارة التربية والتعليم

منطقة

مدرسة

نموذج رقم (3)

إخطار كتابي لولي الأمر

السيد ولي أمر الطالب / في الصف
حيث قد ثبت أنه في يوم الموافق قد صدر عن الطالب المذكور
سلوك مخالف في أثناء اليوم الدراسي، تمثل في:

ولما كان هذا السلوك يخالف اللوائح والنظم المدرسية، وما ورد بلائحة الانضباط السلوكي للطلبة
بالمجتمع المدرسي، فإنه يتوجب عليكم الحرص على متابعة الطالب للحيلولة دون تكرار مثل هذا السلوك،
والإفان إدارة المدرسة سوف تضطر لاتخاذ إجراءات أكثر شدة في حال تكرار هذه المخالفة أو صدور
سلوك غير مرغوب فيه مرة أخرى.

توقيع مدير المدرسة

توقيع الاختصاصي الاجتماعي

توقيع ولي أمر الطالب بالعلم

توقيع الطالب بالعلم

تحريراً في // م

نسخة لـ :

- ملف الطالب



دولة الإمارات العربية المتحدة
وزارة التربية والتعليم

نموذج رقم (4)

منطقة

مدرسة

تعهد خطي من الطالب

أنا الطالب / الصف والشعبة /
حيث قد ثبت أنه في يوم الموافق / / م قد صدر عني في أثناء اليوم الدراسي سلوك
مخالف، تمثل في:

.....
.....
.....

ولما كان هذا السلوك يخالف اللوائح والنظم المدرسية، وما ورد بلائحة الانضباط السلوكي للطلبة،
فإنني أتعهد بعدم تكرار هذا السلوك أو أي سلوكيات أخرى مخالفة، ولإدارة المدرسة الحق في اتخاذ أي
إجراءات بحقي في حالة مخالفتي لما تعهدت به.

توقيع مدير المدرسة

توقيع الاختصاصي الاجتماعي

توقيع الطالب بالعلم

تحريراً في / / م

نسخة ل:
- ولي الأمر
- ملف الطالب



دولة الإمارات العربية المتحدة

وزارة التربية والتعليم

منطقة

مدرسة

نموذج رقم (5)

إخطار بالحرمان المؤقت من الدراسة

السيد ولي أمر الطالب / في الصف والشعبة
حيث قد ثبت أنه في يوم الموافق قد صدر عن الطالب المذكور
سلوك مخالف تمثل في:

و لما كان هذا السلوك يخالف اللوائح والنظم المدرسية، وما ورد بلائحة الانضباط السلوكي للطلبة بالمجتمع
المدرسي، فقد تقرر حرمان الطالب من حضور الحصص لمدة (أيام) اعتباراً من يوم
الموافق / / م، على أن يستأنف حضوره للدراسة اعتباراً من يوم الموافق / / م، وعليه يتوجب
عليكم الحرص على متابعة الطالب للحيلولة دون تكرار مثل هذا السلوك، وإلا فإن المدرسة سوف تضطر
لاتخاذ إجراءات أكثر شدة في حال تكرار هذه المخالفة أو صدور سلوك آخر غير مرغوب فيه.

توقيع مدير المدرسة

توقيع الاختصاصي الاجتماعي

توقيع ولي أمر الطالب بالعلم

توقيع الطالب بالعلم

تحريراً في / / م

نسخة لـ:

- ملف الطالب



دولة الإمارات العربية المتحدة
وزارة التربية والتعليم

نموذج رقم (6)

منطقة

مدرسة

إخطار بالتكليف لأداء خدمة مجتمعية

السيد ولي أمر الطالب / في الصف والشعبة
حيث قد ثبت أنه في يوم الموافق قد صدر عن الطالب المذكور
سلوكيات مخالفة تمثلت في:

.....
.....
وما كان هذا السلوك يخالف اللوائح والنظم المدرسية، وما ورد بلائحة الانضباط السلوكي للطلبة
بالمجتمع المدرسي، وبناء على قرار اللجنة التربوية، واعتماد المنطقة التعليمية، فقد تقرر تكليف الطالب
بأداء خدمة مجتمعية لمدة (أيام / يوماً) اعتباراً من يوم الموافق / / م وفق ما هو
موضح بالتالي :

- داخل المدرسة ()

- خارج المدرسة في

مع العلم بأن انتظامه بالدراسة مقترن بإنجاز الخدمة المجتمعية المكلف بها، وفي حالة إعادة ارتكابه أيًا
من المخالفات المذكورة سيتم نقله إلى أي مدرسة أخرى.

توقيع مدير المدرسة

توقيع الاختصاصي الاجتماعي

توقيع ولي أمر الطالب بالعلم

توقيع الطالب بالعلم

تحريراً في / / م

نسخة ل:

- المنطقة التعليمية

- ملف الطالب



دولة الإمارات العربية المتحدة

وزارة التربية والتعليم

منطقة

مدرسة

نموذج رقم (7)

إخطار بالنقل إلى مدرسة أخرى

السيد ولي أمر الطالب / الصف والشعبة /
نظراً لتكرار المخالفات الصادرة عن الطالب، والتي تمثلت في:
.....
.....
وبناء على ما هو وارد بلائحة الانضباط السلوكي للطلبة بالمجتمع المدرسي، وقرار اللجنة التربوية،
واعتماد المنطقة التعليمية، فقد تقرر نقل الطالب من المدرسة إلى مدرسة
وعليكم اتخاذ ما يلزم نحو تنفيذ القرار.

توقيع مدير المدرسة

.....

توقيع ولي أمر الطالب بالعلم

.....

توقيع الطالب بالعلم

.....

تحريراً في / / م

نسخة لـ:

- المنطقة التعليمية

- ملف الطالب



دولة الإمارات العربية المتحدة
وزارة التربية والتعليم

نموذج رقم (8)

منطقة

مدرسة

إخطار بالحرمان من الدراسة حتى نهاية العام الدراسي

السيد ولي أمر الطالب / الصف والشعبة /
نظراً لتكرار المخالفات الصادرة عن الطالب المذكور، وعدم التزامه بتعديل سلوكه غير المرغوب فيه
خلال الفترة السابقة، والذي تمثل في:

.....
.....
وبناء على توصية اللجنة التربوية وموافقة المنطقة التعليمية، فقد تقرر حرمان الطالب المذكور من
الدراسة حتى نهاية العام الدراسي الحالي، ويجوز إعادة قيده في العام الدراسي التالي بناء على طلبكم
بمدرسة أخرى، تحدها المنطقة التعليمية.

توقيع مدير المدرسة

توقيع ولي أمر الطالب بالعلم

توقيع الطالب بالعلم

تحريراً في / / م

نسخة لـ:

- المنطقة التعليمية

- ملف الطالب



دولة الإمارات العربية المتحدة

وزارة التربية والتعليم

منطقة

مدرسة

نموذج رقم (9)

إخطار بالفصل النهائي من المدارس الحكومية

السيد ولي أمر الطالب / الصف والشعبة /
نظراً لتكرار المخالفات الصادرة عن الطالب المذكور، وعدم التزامه بتعديل سلوكه غير المرغوب فيه
خلال الفترة السابقة، وقيامه بسلوكيات لا تتناسب مع وجوده بالمدرسة، والتي تمثلت في:

.....
.....
وبناء على ما تضمنته لائحة الانضباط السلوكي للطلبة بالمجتمع المدرسي، وقرار اللجنة التربوية
بالمدرسة، وموافقة المنطقة التعليمية، فقد تقرر فصل الطالب نهائياً من المدارس الحكومية اعتباراً من

/ / م.

توقيع مدير المدرسة

.....

توقيع ولي أمر الطالب بالعلم

.....

توقيع الطالب بالعلم

.....

تحريراً في / / م

نسخة لـ:

- المنطقة التعليمية

- ملف الطالب



دولة الإمارات العربية المتحدة

وزارة التربية والتعليم

منطقة

مدرسة

نموذج رقم (10)

تحويل إلى المنطقة التعليمية

السيد / مدير إدارة المنطقة التعليمية المحترم

تحية طيبة وبعد...

بناء على ما هو وارد باللائحة الانضباط السلوكي للطلبة بالمجتمع المدرسي، نرفع لسيادتكم بتوصية اللجنة

التربوية بالمدرسة بجلستها رقم () بتاريخ / / م بشأن:

الطالب / الصف والشعبة /

وذلك لقيامه بالسلوكيات السلبية التالية:

.....
.....

مرقوعاً لسيادتكم لاتخاذ ما يلزم.

توقيع مدير المدرسة

.....

تحريراً في / / م

المرفقات

1 -
2 -
3 -
4 -

خاص بالمنطقة التعليمية

بناء على ما هو وارد من قبلكم بحق الطالب /

ودراسة المرفقات فقد قررت إدارة المنطقة الآتي:

.....
.....

مدير المنطقة التعليمية

.....

تحريراً في الموافق / / م

نسخة ل:

- ملف الطالب