

Discipline Policy

IAH Discipline Policy

The foundation of our policy is based on the vision and mission for our school as well as by the Quran and the Sunnah of Prophet Muhammad (SAW). Our philosophy towards discipline is to instill virtue in character and action. The intent of the disciplinary process is instructional and corrective, not punitive.

Through guidance, reflection, accountability, and Tarbiyah we will work together with all parties involved to achieve an environment that ensures the safety/security of our students and enriches their learning experience.

The policy and procedures will apply to actions by students during school hours; before and after school; while on school property; and during school-sponsored events, including transportation on school-arranged vehicles.

All disciplinary actions will include a conference between the teacher, administrator and the student, followed by a notification to the student's parents or guardian. Students receiving the detention will be given a form to be signed by a parent or guardian. Due consideration will be given to all mitigating circumstances prior to the disciplinary action and will ensure due process for each student.

Each student will be dealt with on an individual basis, with communication taking place between the administration, the referring teachers and the parents, when necessary. Students exhibiting discipline problems will be referred to outside professionals to get the required help when necessary. Corporal punishment of any kind will not be tolerated or accepted at IAH.

Discipline Procedure

IAH acknowledges that there is not a 'one size fits all' approach to discipline thus we have developed strategies and techniques to apply as fit.

- Level I - Verbal warning
- Level II - Notes sent home
- Level III - In school (or after school) detention
- Level IV - In School Suspension
- Level V - Out of School Suspension
- Level VI - Expulsion

These levels above are for discipline through the principal's office. Each teacher has Classroom Discipline Policies that are first attempted before they escalate to the office. Discipline routes can include, but are not limited to:

- Writing out the incident
- Analysis of the situation
- Reflection
- Writing on how to correct the behavior.
- Loss of Privileges (recess, gym, or free time)
- Written Apology
- Parent Conference

This section describes a broad range of misconduct, not allowed in the school. Any misconduct not covered in the list will be left to the discretion of the classroom teacher and/or Vice Principal/Principal.

- 1st offense: Verbal warning to student and written warning to parent(s).
Student reflections with Teacher/Principal
- 2nd offense: Loss of privileges, to complete missing assignments,
notifying parent(s).
- 3rd offense: Conference with Parent/Teacher/Student/Principal to discuss
IAH expectations, continuing loss of privileges.

Charts below is a list of offenses:

Level I Offense	Level II Offense	Level III Offense
Verbal Warning/ Reflections	Letter Home/Conference	Detention - During or After school
Tardy	3+ Tardies in one week	Cheating
Uniform violation	2+ uniform violations	Theft
Minor inappropriate conflict with others	Fighting (Verbal altercation)	Fighting (verbal Altercation)
Inappropriate Music	Disrespect/Defiance	Misuse of Technology
Failure to Respect others Physical Boundaries	Harassment	Bullying
Disruptive Behavior	Misuse of Technology	Plagiarism
Uncooperative Behavior	Failure to Respect Physical Boundaries	Unauthorized Recordings/Transmissions/ Photos
Talking During Prayer	Disrupting Prayer	Explicit, Lewd, or Obscene Actions

Level IV Offense	Level V Offense	Level VI
In School Suspension	Out of School Suspension	Expulsion
Damaging school property	Damaging school property	Possession of a weapon
Theft	Plagiarism	Drug possession
Misuse of Technology	Threatening Behavior	
Plagiarism		
Threatening Behavior		
Explicit, Lewd, or Obscene Actions		

Miscellaneous Discipline Policies

- Any student who prays incorrectly, as deemed by a staff member, will be advised and required to pray again.
- All students must conduct themselves in an Islamically appropriate manner at all times; any deviation from this, such as excessive co-ed interaction, will result in disciplinary actions.
- Absolutely no talking or distracting of other members in the prayer hall. If a child chooses to disrupt the prayer hall, they will be pulled from their line, where they can be observed by their teacher.
- Excessive amounts of unfinished homework will result in after school detention.
- Detention may include some acts of community service depending on the offense. (Ex: cleaning the mussallah, school, etc)

Due Process

Any student whose conduct may warrant suspension or expulsion will be provided due process.

Students:

- A notification of the violation.
- An opportunity to present their side of the story to the appropriate school personnel(s): including the principle or vice principal
- Students will be required to recount the incident as accurately as possible, without adding/omitting details.
- Students will be asked to write an account of what happened and will then analyze their behavior

Parents:

- A written notification of the violation and the consequence decided will be sent home by the school.