



Jamaitul Ilm Wal Huda, 30 Moss Street, Blackburn, BB1

Discipline Sanctions and Rewards Policy

Prophet Muhammad (PBUH) said: Allah is kind and He loves kindness and confers upon kindness that which he does not confer upon severity or anything else besides it (Muslim).

Abu Musa reported Allah's Apostle (PBUH) as saying: The honest Muslim trustee who gives what he is commanded to do and he gives that in full with his heart overflowing with cheerfulness and he gives it to one to whom he is ordered, he is one of the givers of charity (Muslim).

He also said, *"For one who treads a path to knowledge, Allah will make easy the path to Paradise."* (Muslim)

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Notes: Signed on behalf of Jamiah: *Alkhaed*



Policy on Discipline, Sanctions and Rewards

The following policy was determined after close consultation of Volume 5 in the *Children Act 1989 Guidance and Regulations*. It should be read in consultation with the Safeguarding (Child Protection) Policy of Jamia.

The maintenance of good discipline is of paramount importance for the growth, welfare and development of pupils, particularly so in boarding schools where pupils have to co-exist and grow up with peers who may exhibit varieties of behaviour.

VOLUME 5 (3.9.2)

1. GENERAL

- 1.1 Children should be constantly encouraged by teachers to enhance their ability through work and play. Teachers should ensure that a balance is achieved between disciplining children and enabling them to express themselves. Children who have developmental problems and those who are of a high ability may both be disruptive for different reasons. Therefore, teachers should be aware of divergence of abilities and interest in the classroom, and ensure that all kinds of children are engaged in their work.
- 1.2 There should be mutual respect and understanding between boarders and staff.
- 1.3 Boarders are expected to conform with clear standards of behaviour, as specified by the *Discipline Policy* document.
- 1.4 All staff are expected to conform with this disciplinary policy and other guidance on their relationship with boarders and students in general.
- 1.5 Teachers and supervisors must ensure that no class or group of children under their authority are left unsupervised and unattended for a lengthy period of time.
- 1.6 Senior students who have been given authority over others may not exploit that to cause offence to or oppress those over whom they have authority.
- 1.7 All members of staff who are enforcing discipline should recognise the need to maintain a balance between the granting of rewards and the imposing of sanctions to instil a sense of pleasant co-existence. The granting of rewards should always take precedent over the imposition of sanctions when trying to promote good behaviour and deeds.

2. REWARDS

- 2.1 Rewards may be given by senior students, teachers, supervisors and the principal. However, it is important to ensure that the 'Rewards and Gifts' section of the Safeguarding (Child Protection) Policy of Jamia is followed.
- 2.2 Rewards may take the form of verbal encouragement, public acclamation of a good deed or piece of work, extension of liberties such as extra weekend leave, regular presentation of certificates, granting of vouchers to be spent at the school tuck shop and granting of additional responsibility and seniority such as appointing of prefects.
- 2.3 Rewards may not take the form of financial inducements from a member of staff, although the awarding of small amounts of money by the school in general is not prohibited.
- 2.4 Rewards must not take the form of any intimate form of physical contact with the child, such as hugging, under any circumstances. All persons with authority over children must take care to ensure that they are not placed in an intimate position, or in such a position that may be construed in that manner, with a child.
- 2.5 Rewards which involve the shifting of responsibility for the child from the school to others such as their parents, like the granting of extra weekend leave, may only be made by the principal and not by teachers or senior students.
- 2.6 Rewards such as the granting of certificates or vouchers should be regular, in order to maintain a substantial link between good work and deeds and the reward.
- 2.7 Residential students will be given rewards for their hard work throughout the year; including, priority to display their efforts in Friday night anjuman (in assembly), allowed in more extra curricular activities, school trips, end-of-year 'best boarder' achievements, etc.

3. SANCTIONS

- 3.1 No member of staff is permitted to use corporal punishment. Physical chastisement of a child is not permitted under any circumstances.
- 3.2 Deprivation of food, drink or sleep is not permitted as a form of discipline or control of a child. Similarly, the deliberate withholding of medical or dental treatment is forbidden as a means of punishment or otherwise.
- 3.3 The restriction of liberty of a child is not permitted. An instance that constitutes such a prohibited practice is the locking of a child in his room, in a 'time-out' room or in any other part of the school. A child may be asked to confine himself to a 'time-out' room but this is not permitted as a form of unsupervised punishment. However, it is acceptable to refuse a child permission to leave his room or any other part of the school, or access to a part of the school, for security or health and safety reasons.
- 3.4 Sanctions that involve the use of educational activities, such as the writing of an essay, should be avoided as a means of punishment unless they have a degree of relevance to the offence. For example, a child who fails to submit his homework may be asked to complete his homework during his leisure time as a form of punishment.
- 3.5 The imposition of fines on a child is prohibited. Where a child has misappropriated monies or goods, the principal must be informed before any

attempt is made by a member of staff to request that the child make good his misdeed. Where compensation is sought for such misappropriation of monies or goods by a child, it should be sought from the parents of the child and not the child himself.

- 3.6 Intimate physical searches of a child, or actions that physically humiliate the child, are not permitted under any circumstances.
- 3.7 It is not permitted for any member of staff to refuse a child access/communication to his parents/guardians as a form of punishment. However, where the allowing of a child to communicate with or see his parents/guardians contravenes the normal disciplines of the running of the school, such as the child being in class or where the child wishes to leave the premises without permission, then such access/communication may be restricted within reason.
- 3.8 Sanctions may involve the use of mild or moderate verbal reprimand, however, the use of vulgar language and slander by any member of staff is not permitted.
- 3.9 A child may only be asked to leave the classroom if they are consistently disruptive to, and are hindering the progress and work of others. However, they should not be left unsupervised and should either be sent to the principal or a designated supervisor.
- 3.10 Sanctions may take the form of detention, 'time-out' (in accordance with 3.3 above), temporary removal of privileges such as leisure activities or the imposition of additional household chores. Further detail on detentions is available in the Detentions Policy.
- 3.11 Sanctions may be imposed by members of staff and prefects, provided that these sanctions are reasonable. Where a member of staff or a prefect is in doubt as to the suitability of a punishment, he should seek advice from the principal and the child welfare officer.
- 3.12 Sanctions that are administered should be reported and recorded where appropriate and the child welfare officer should ensure that all sanctions are monitored and of a suitable nature.
- 3.13 Where students show poor behaviour repeatedly, they will be placed on 'behaviour report card'. This will allow daily monitoring of student behaviour and attitude in each lesson, as well as allowing parents to have clear and regular information on their son's progress in classes. The minimum term for a report card will be five weeks. If a student improves his behaviour once on report, he will be removed from the report card system. Should he fail to improve on report card, the student's parents will be called to Jamia and a parental contract will be agreed.
- 3.14 Students persistently failing to improve behaviour despite repeatedly being on behaviour report card will face exclusion.
- 3.15 Students need to make sure they are following the uniform set by the school which is explained to all students in the induction; this includes the white dress code, the jumpers (without large motifs), simple haircuts; uniforms will be checked regularly to ensure they conform to the ethos and instructions of the institute and that the students look smart, well presented and 'ready to learn'. In the event that a student has the wrong uniform, the teacher or member of staff will challenge the student and instruct them to address the issue.
- 3.16 For significant and repeated breaches of the uniform code, the matter will be referred and the student may be sent home to address the concern before returning to school.

- 3.17 The school maintains a strict zero-tolerance policy regarding smoking, e-cigarettes, and vapes. Any student found in possession of these items will have them confiscated and disposed of. Additionally, the student will face disciplinary action, which may include suspension or, in cases of repeated violations, expulsion.
- 3.18 Students are prohibited from bringing mobile phones, laptops, and other electronic devices to school without prior approval from the Principal or Senior Leadership Team (SLT). If a student brings any device, it must be turned in to the office before entering the classroom or other areas. If a student is found with an unauthorised device, it will be confiscated and returned only to the student's parent or guardian at a later date. Disciplinary action will follow, which may include suspension or, in cases of repeated offenses, expulsion.